Infoprint 1145

Setup Guide

S510-1965-00

Argecy Computer Corporation 248-324-1800

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Edition: July 2001

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Any questions on this statement should be directed to your point purchase.

Please refer to the publications CD for details.

Safety information

- If your product is NOT marked with this symbol ⊡, it MUST be connected to an electrical outlet that is properly grounded.
- The power cord must be connected to an electrical outlet that is near the product and easily accessible.
- Refer service or repairs, other than those described in the operating instructions, to a professional service person.
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- Your product uses a laser, exercise **CAUTION: Use of controls or adjustments or performance of procedures other than those specified herein may result in hazardous radiation exposure.**
- Your product uses a printing process that heats the print media, and the heat may cause the media to release emissions. You must understand the section in your operating instructions that discusses the guidelines for selecting print media to avoid the possibility of harmful emissions.

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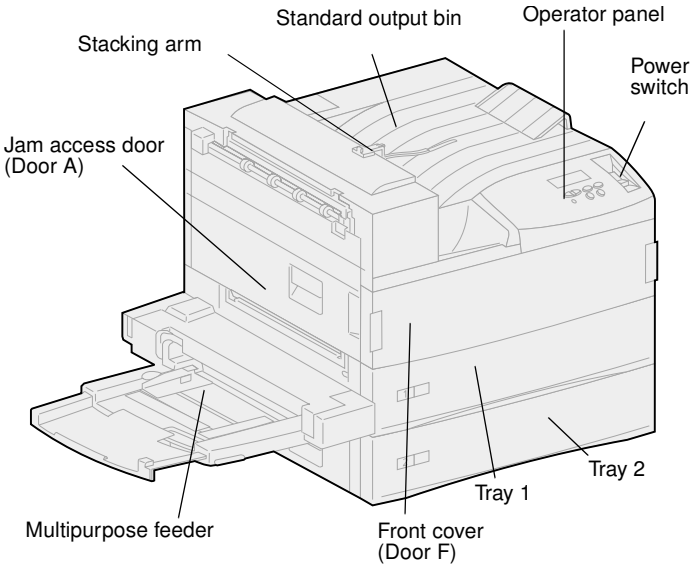
Preface

About your printer



Three printer models are available:

- The base model, delivering 600 dots per inch (dpi) resolution at up to 45 pages per minute (ppm), ships with two 500-sheet trays. This model comes with 32MB of standard memory.
- The network model comes with an Ethernet 10BaseT/100BaseTx print server installed. This model comes with 64MB of standard memory.
- The duplex network model, which ships with a duplex unit attached.

Note: The illustrations in this manual represent the base printer model with the optional high capacity feeder installed, unless it is necessary to show another configuration. Depending on the printer model you have chosen and the options you install, your printer may look different.

You may have purchased your printer as part of a multifunction device with capabilities such as copying, faxing, or scanning. For information about setting up components other than the printer, refer to the documentation that came with your multifunction device.

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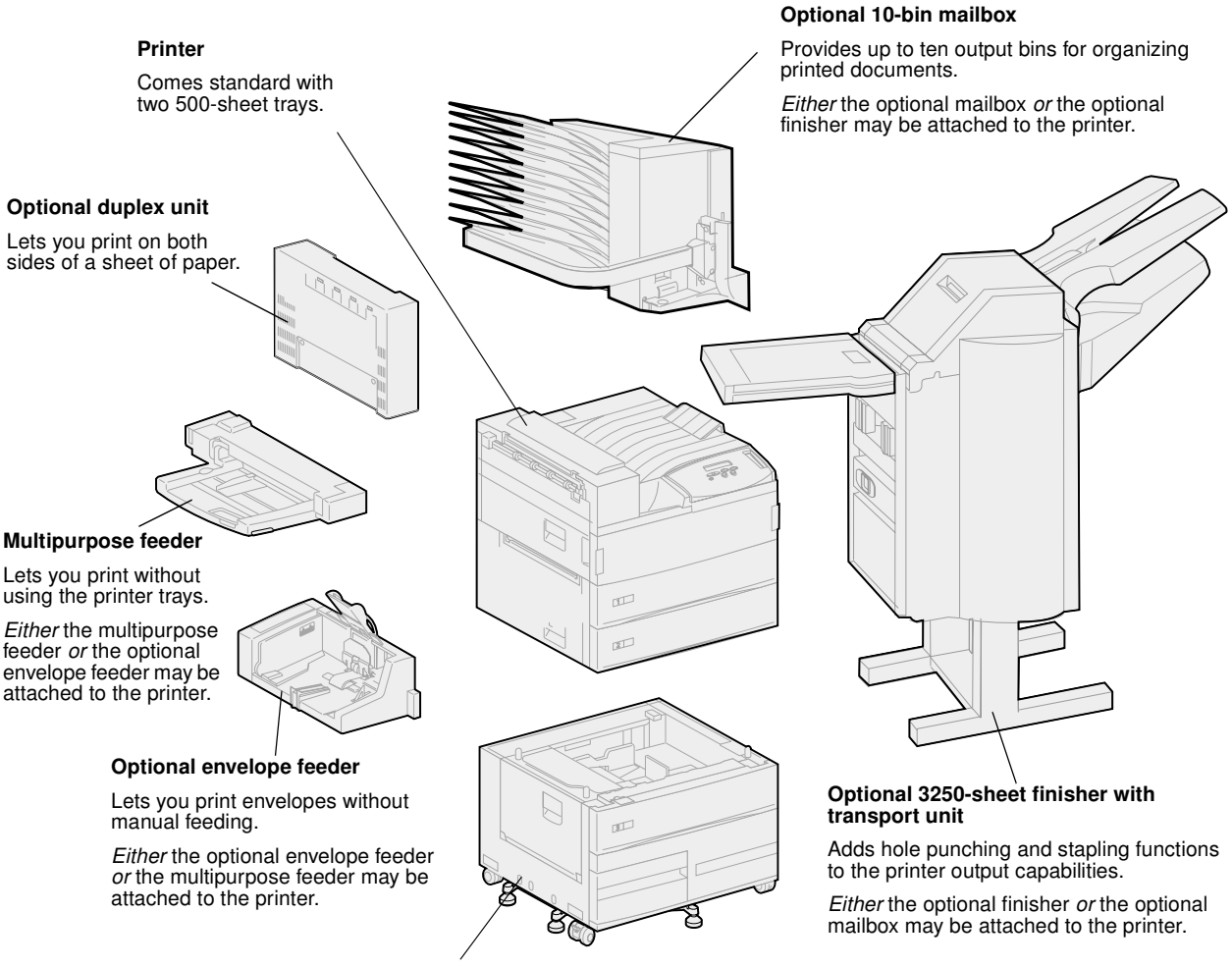
The following figure illustrates the printer and all the available paper handling options. Instructions for installing these options are included in this book.


Printer
Comes standard with two 500-sheet trays.
Optional 10-bin mailbox
Provides up to ten output bins for organizing printed documents.
Either the optional mailbox *or* the optional finisher may be attached to the printer.
Optional duplex unit
Lets you print on both sides of a sheet of paper.
Multipurpose feeder
Lets you print without using the printer trays.
Either the multipurpose feeder *or* the optional envelope feeder may be attached to the printer.
Optional envelope feeder
Lets you print envelopes without manual feeding.
Either the optional envelope feeder *or* the multipurpose feeder may be attached to the printer.
Optional 3250-sheet finisher with transport unit
Adds hole punching and stapling functions to the printer output capabilities.
Either the optional finisher *or* the optional mailbox may be attached to the printer.
Optional 2500-sheet high capacity feeder
Significantly increases the printer input capacity.
Either this feeder *or* a base cabinet may be attached to the printer.

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About this book

Note: See the safety information on the inside front cover before setting up your printer.

This *Setup Guide* contains all the information you need to set up your new printer. This manual provides detailed instructions for unpacking and setting up the printer, installing supplies and options, loading media, launching the drivers CD to install printer drivers and utilities, and printing information from the publications CD.

Conventions

It may help you to recognize the note, warning, and caution conventions we've used in this book. These appear in the left column for easy reference.

CAUTION! A caution identifies something that might cause you harm.

Note: A note provides information you may find useful.

Warning! A warning identifies something that might damage your printer hardware or software.

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Other sources of information

Publications CD

Note: The publications CD is located in the back of this book.

The publications CD provides information about loading paper, clearing error messages, ordering and replacing supplies, installing maintenance kits, and troubleshooting. It also provides general information for administrators.

Drivers CD

The drivers CD contains all the necessary printer drivers to get your printer up and running.

Depending on which version of the drivers CD shipped with your printer, it may also contain MarkVision™ Professional, other printer utilities, world-wide customer support phone numbers, screen fonts, and additional documentation.

Quick Reference card

The *Quick Reference* card provides easy access to information about loading paper, canceling a print job, printing confidential jobs, and understanding common printer messages.

Store the *Quick Reference* card in the convenient printer pocket that attaches to your printer.

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Clearing Jams card

The *Clearing Jams* card provides easy access to information about clearing print media jams in the printer and its options.

Store the *Clearing Jams* card in the convenient printer pocket that attaches to your printer.

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Step 1: Select a location for your printer

CAUTION! The printer weighs 46.8 kg (103 lbs) and requires at least two people to lift it safely.

Choosing the correct location for your laser printer is vital to ensuring that the printer provides you with the quality of service you expect.

Some factors to consider when selecting a place to set up your printer include:

- The amount of space your printer and any options will require
- The type of environment necessary for optimum printer performance

Allowing enough space

When choosing a place to set up your printer, be sure to allow enough space for the printer and any options you may have purchased.

You will also need to leave enough room to open the printer paper trays and side doors, and to access any optional output bins. It's also important to allow space for proper ventilation around the printer.

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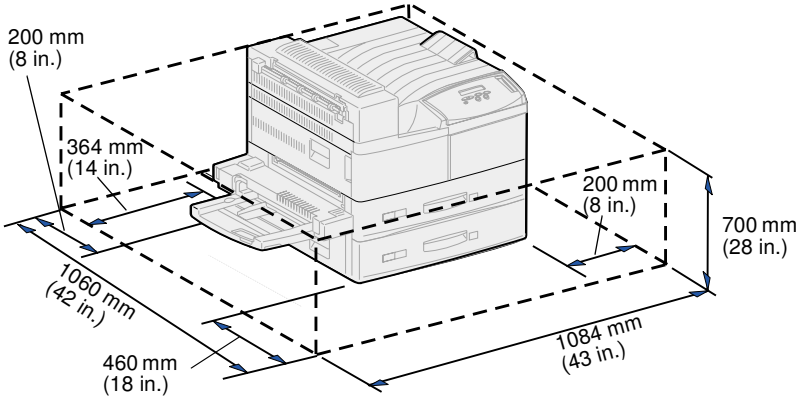
For a base printer

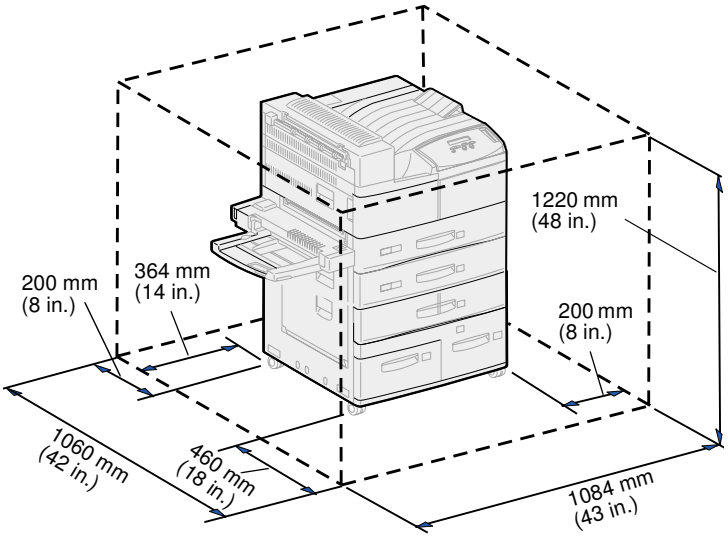
When selecting a location for your printer, make sure you have at least the amount of space indicated in the figure.



With a duplex unit and a high capacity feeder or base cabinet

When selecting a location for a printer with a high capacity feeder and duplex unit, make sure you have at least the amount of space indicated in the figure.

If you install a base cabinet rather than a high capacity feeder, your printer will require the same amount of space as shown in the figure.



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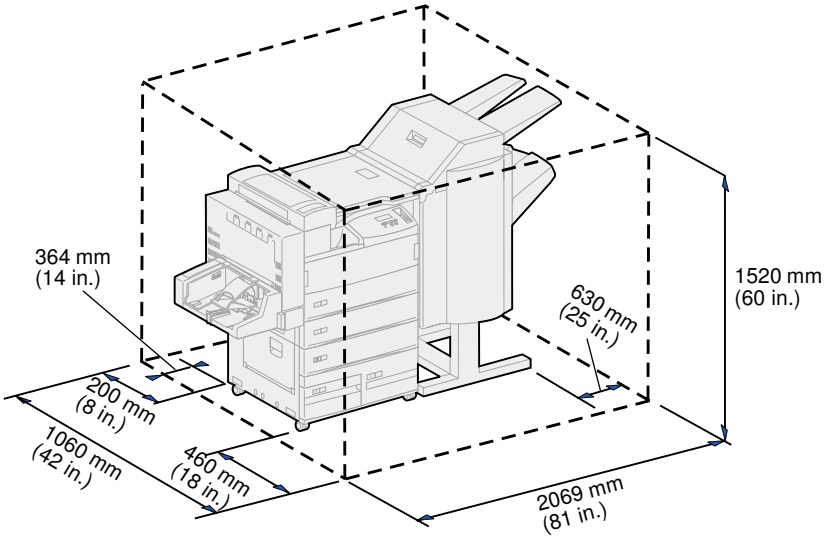
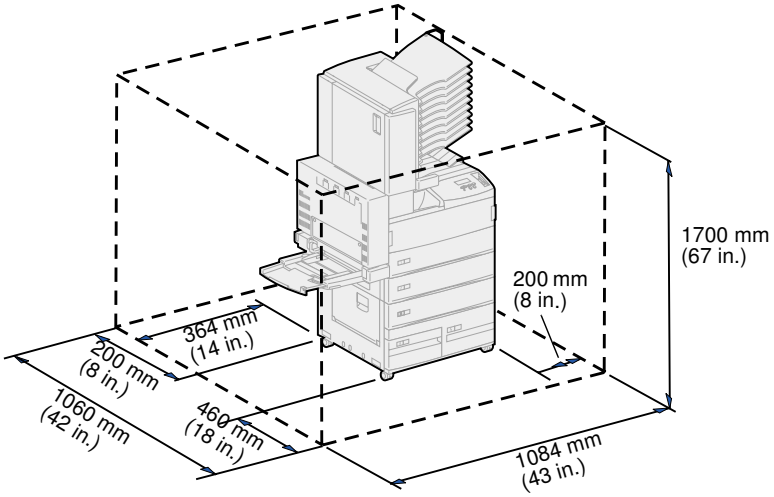
With finisher or mailbox

When selecting a location for a printer with a finisher or mailbox, make sure you have at least the amount of space indicated in the figure.





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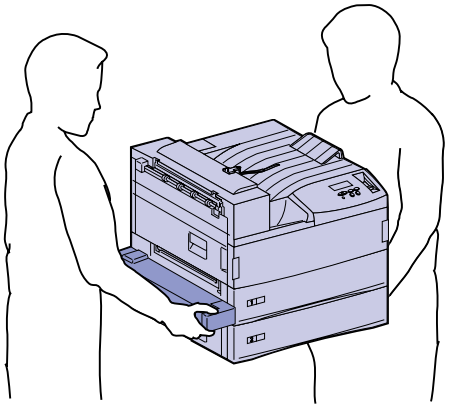
Considering environmental issues

When choosing a place to set up the printer, make sure the location you select is:

- A firm, level surface where the printer won't be subjected to strong vibration
- Well ventilated
- Away from the direct airflow of air conditioners, heaters, or ventilators
- Free of temperature or humidity extremes or fluctuations
- Clean, dry, and free of dust
- Away from direct sunlight

Moving the printer



At some point in the future you may decide to move the printer to a new location. The publications CD provides details about removing options before moving the printer.

If you're going to move the printer, keep the following in mind:

- Because the printer is heavy (approximately 46.8 kg [103 lbs]), two people are required to lift it safely.
- Remove the print cartridge before you move the printer. If the printer is moved with the cartridge installed, toner may spill out and damage the printer.
- Be sure to plug the printer into a properly grounded outlet in the new location.

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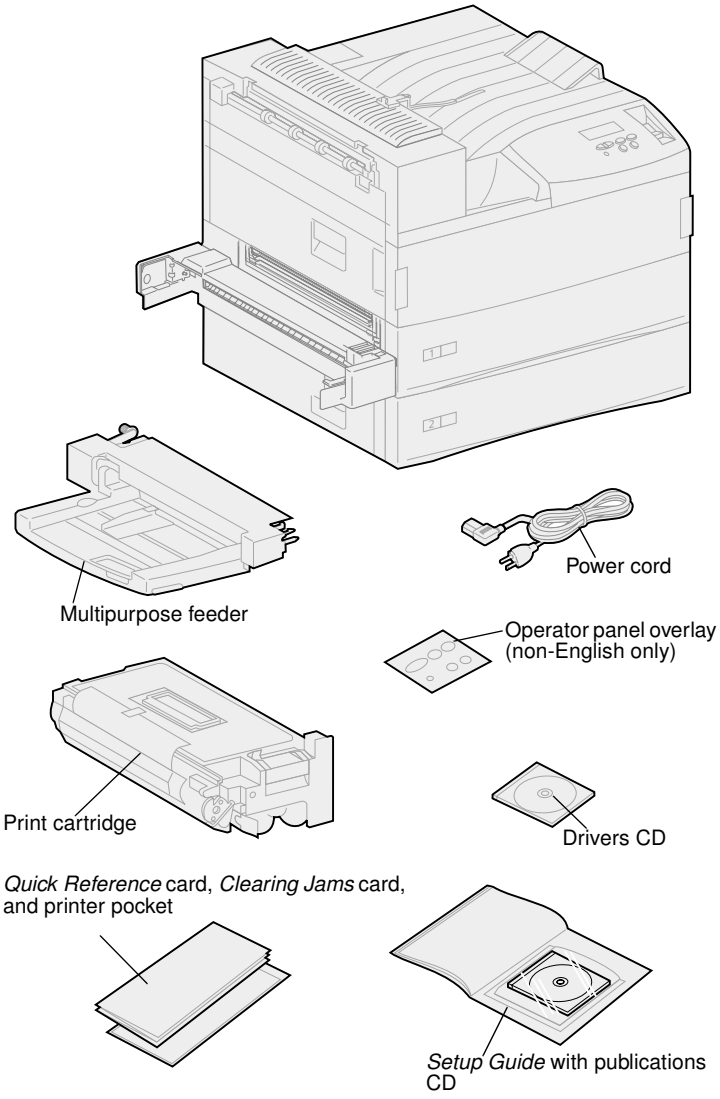
Step 2: Unpack the printer



Now that you have chosen a location for your printer, you are ready to unpack it and prepare to set it up.

Make sure you have the following items:

- Printer with two 500-sheet drawers
- Multipurpose feeder
- Power cord
- Print cartridge
- *Setup Guide* with a publications CD

  The publications CD is located in the back of this book.
- *Quick Reference* card, *Clearing Jams* card, and printer pocket
- Drivers CD
- Operator panel overlay (non-English only)

If any items are missing or damaged, contact your point of purchase.

Save the carton and packing material in case you need to repack the printer.

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Step 3: Install the multipurpose feeder

Note: If you will be attaching the optional envelope feeder during setup, skip this step and continue with either Step 4: "Set up the optional high capacity feeder" on page 9 or Step 5: "Set up printer supplies" on page 17.

CAUTION! If you are installing the multipurpose feeder sometime after setting up the printer, turn the printer off and unplug the power cord before continuing.

Note: You can install the multipurpose feeder with or without the duplex unit already attached to the printer.

Your printer comes with a multipurpose feeder that can be used to load paper, transparencies, labels, or card stock. The multipurpose feeder holds approximately 35 sheets of paper.

To install the multipurpose feeder:

1 Hold the multipurpose feeder by both sides.

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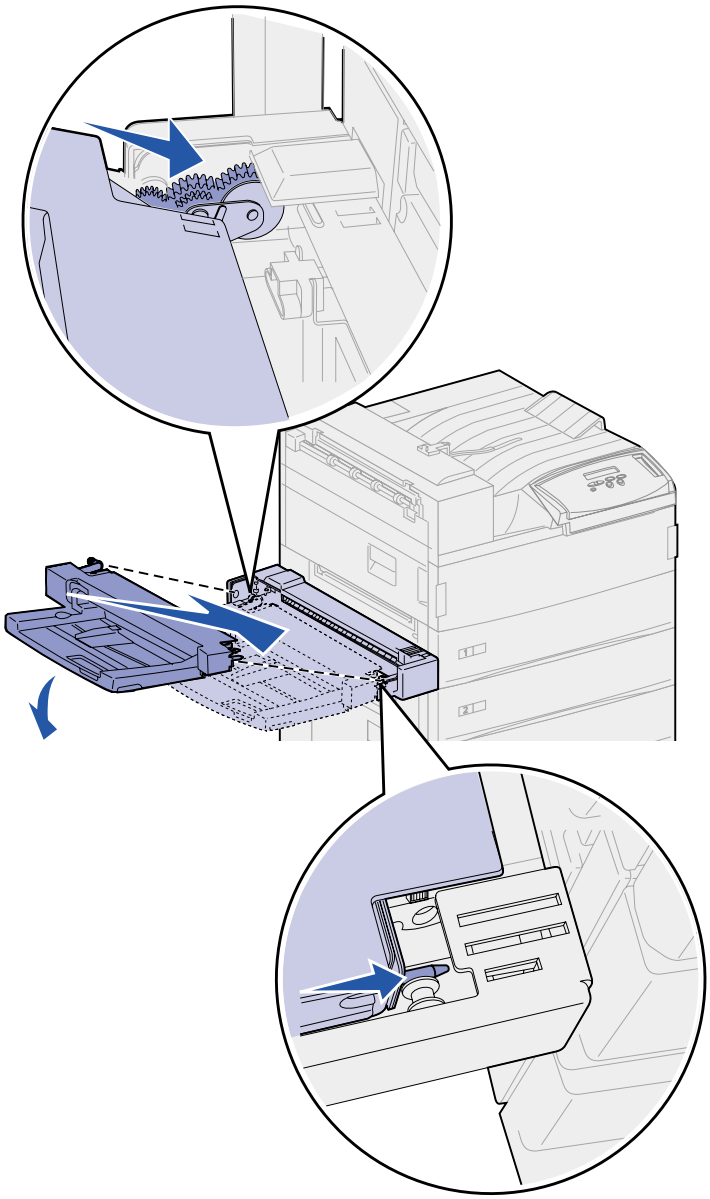

2 Tilt the feeder end going into the printer first down slightly, as you align the posts on the feeder with the holes above the opening in the printer.

Make sure the top of the feeder fits over the top of the edge coming out of the printer. (See the illustration on page 8.)

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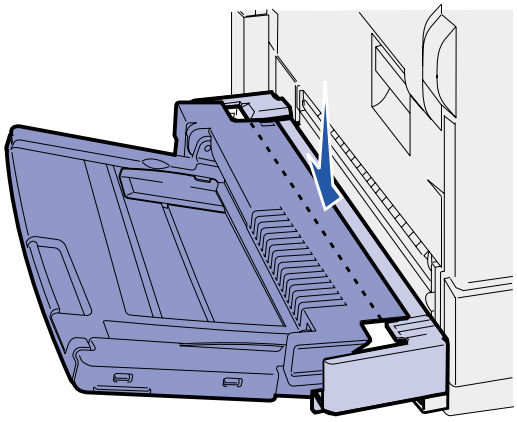

3 Gently insert the feeder at this angle into the opening and then drop it down into place. The feeder should be firmly in place.

What do I do next?

Task	Go to page…
Set up the optional high capacity feeder or base cabinet	9
Set up printer supplies	17

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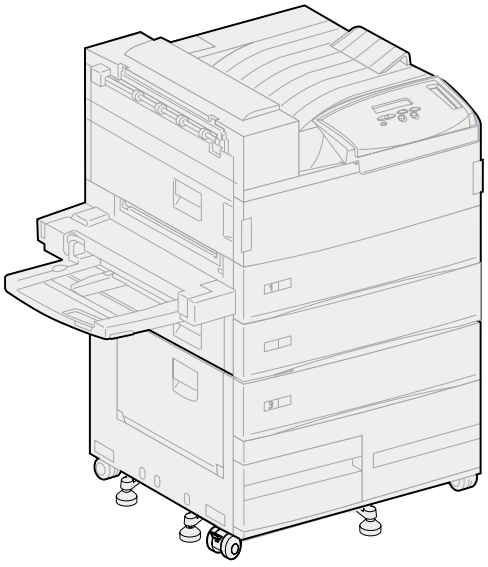
Step 4: Set up the optional high capacity feeder

CAUTION! If you are installing a high capacity feeder sometime after setting up the printer, turn the printer off and unplug the power cord and any other cables before continuing.



Your printer supports either an optional high capacity feeder or an optional base cabinet.

The high capacity feeder contains one 500-sheet tray and two 1000-sheet trays for a total capacity of 2500 sheets of print media. The base cabinet is optional furniture that is the same size and shape as the high capacity feeder. It provides storage space while aligning an optional mailbox or finisher with the printer.

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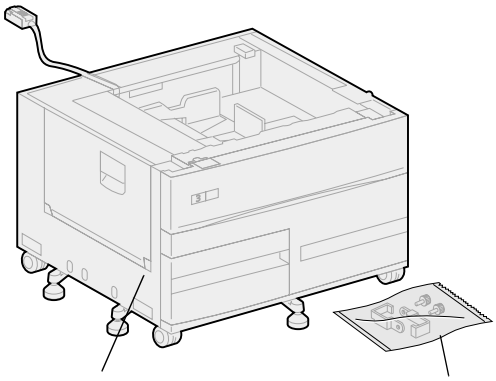
To set up the high capacity feeder or base cabinet:

Warning! Lift the high capacity feeder from the bottom.

1 Remove the high capacity feeder or cabinet from its packing materials.



Warning! Be sure you remove the sheets of foam packing from the bottom of both trays before you print from the high capacity feeder.

Be sure to remove the foam packing and tape from the trays. Save the carton and packing materials in case you need to repack the option.

2 Make sure you have the following items:

— 2500-sheet high capacity feeder or base cabinet

— 2 locking clips

— 2 thumbscrews

— tray labels

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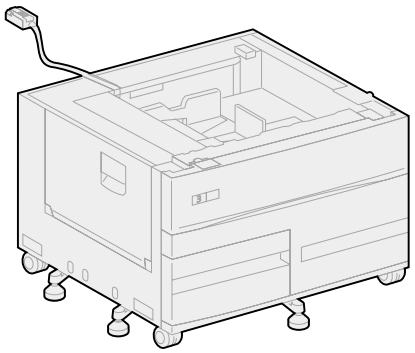
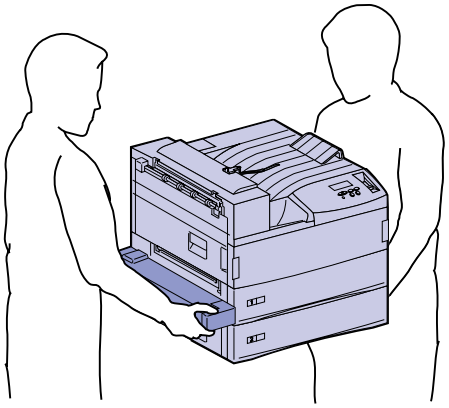
Attaching a high capacity feeder or base cabinet

The steps in this section explain how to connect your printer to a high capacity feeder. When the steps for a base cabinet are different, a note to the left of the step provides the necessary information.

CAUTION! The printer weighs 46.8 kg (103 lbs) and requires at least two people to lift it safely.



1 Make sure the high capacity feeder cable is situated in the notch on the back of the feeder.



2 Have someone help you lift the printer.

— Person 1: Grasp the printer on the right side by the handholds.

— Person 2: Grasp under the printer where the multipurpose feeder attaches.

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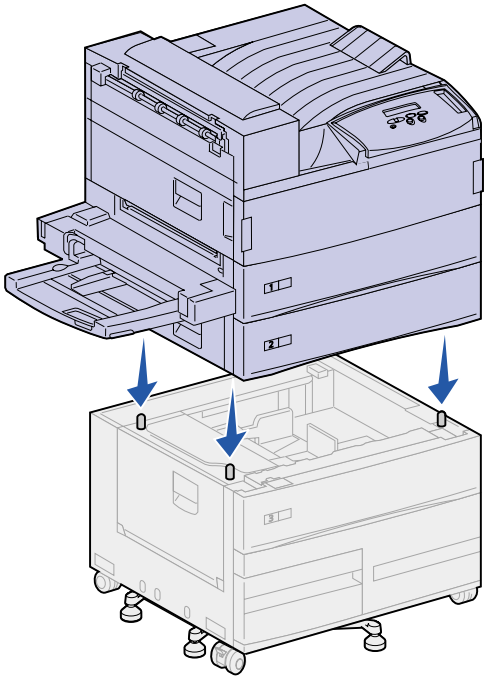
Warning! Do not slide the printer across the high capacity feeder to position it.



3 Carefully place the printer on top of the high capacity feeder. Make sure the trays on the printer are lined up on the same side as the trays on the high capacity feeder.

Be sure to align all four corners on the bottom of the printer with the corners on the top of the high capacity feeder. Small metal pins on the top of the high capacity feeder fit into grooves on the bottom of the printer.

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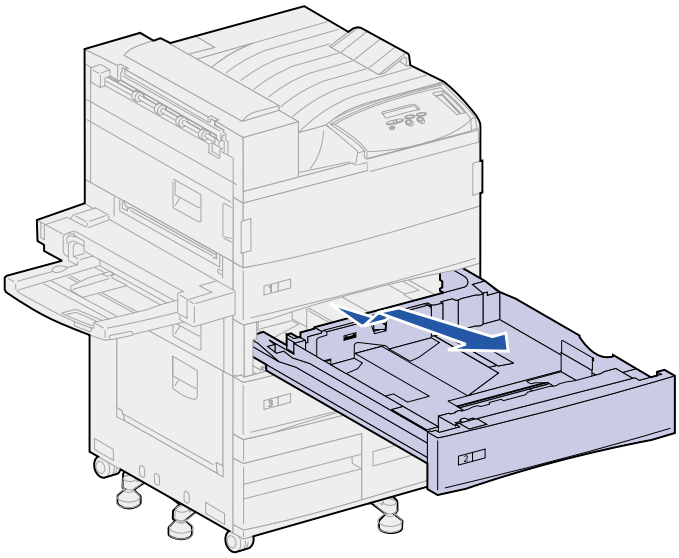
Attaching the locking clips



The locking clips keep the printer and the high capacity feeder properly aligned, helping to prevent them from being separated accidently.

1. Remove tray 2.
   - **a** Pull the tray out fully.
   - **b** Tilt the front of the tray upward.
   - **c** Gently pull the tray out.

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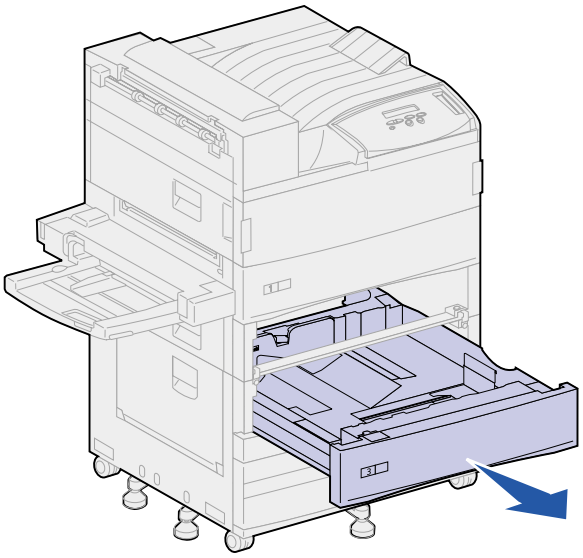
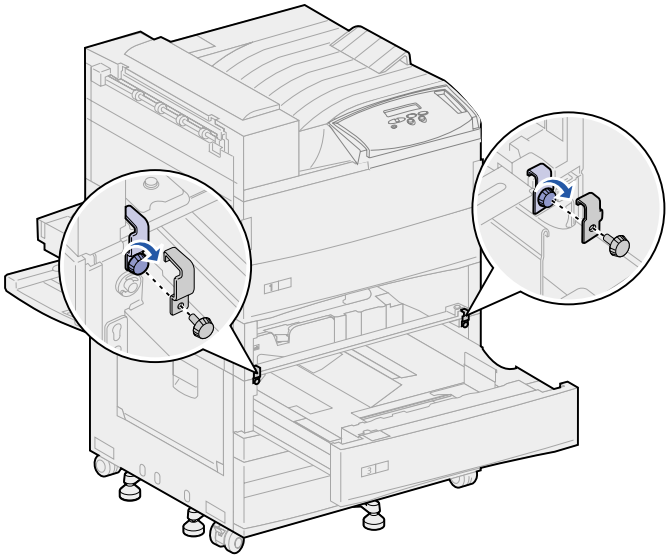
Note: If you are installing a base cabinet, open the cabinet door.

2 Open tray 3.



3 Attach the locking clips to the left and right sides of the trays.

4 Secure the locking clips using the thumbscrews.



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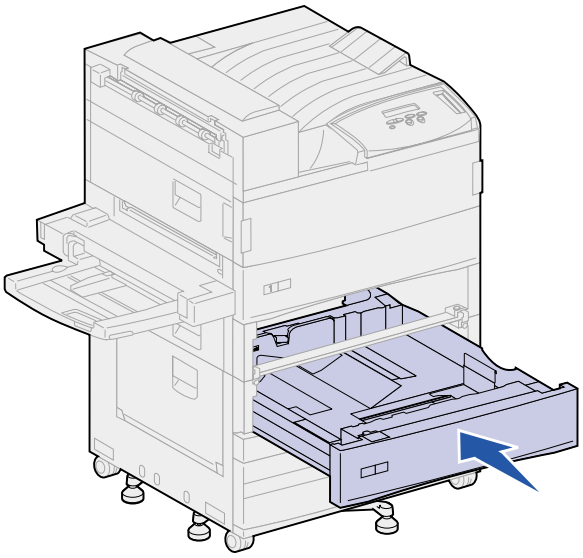
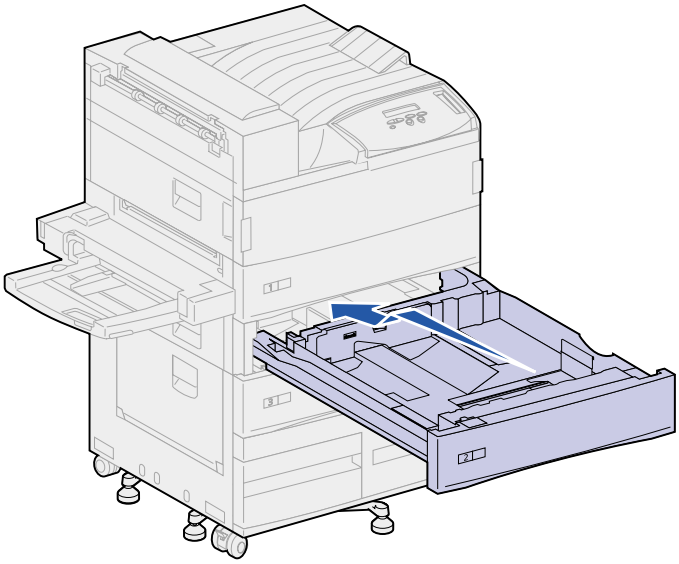
Note: If you are installing a base cabinet, close the cabinet door.

5 Close tray 3.



6 Reinsert tray 2.



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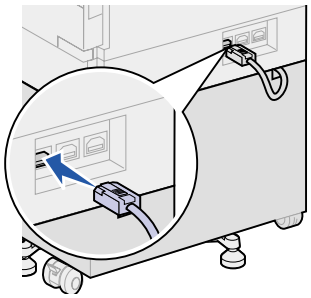

7 At the back of the printer, plug the high capacity feeder cable into the connector labeled “Tray” on the printer.

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Step 5: Set up printer supplies

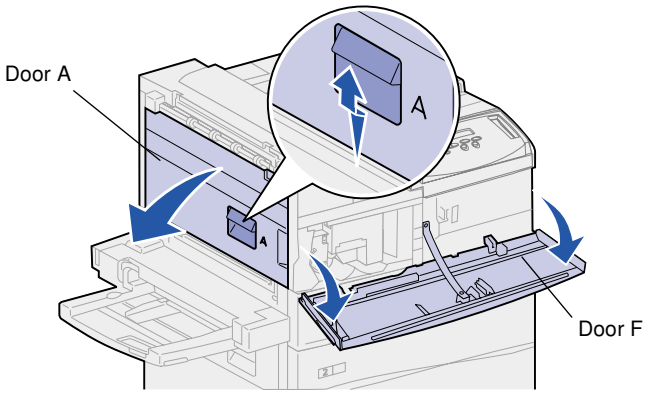
You have unpacked your printer and chosen a location for it. Now you are ready to set up supplies.

Installing the print cartridge

Each print cartridge supports approximately 30,000 pages of single-sided printing, depending on the types of jobs you print and the amount of toner required for each page. The printer displays a message when it is time to replace the cartridge. You may want to keep a supply of print cartridges handy. Refer to the publications CD for details.

To install the print cartridge:

1. Open the printer side and front doors (Doors A and F).
2. Remove the print cartridge from its packing materials.



Warning! Do not remove the yellow tape from the print cartridge at this point.

3. Turn the cartridge so that the handle is on top.

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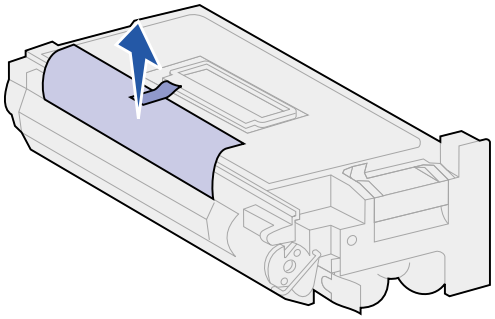
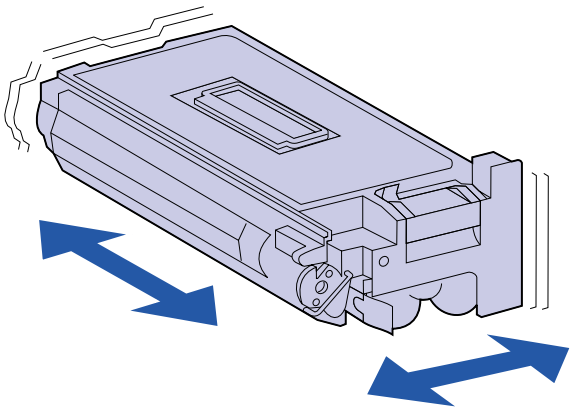


4 Remove the tape (on the top of the cartridge) and then gently pull the protective paper straight up and out of the cartridge.



5 Shake the cartridge vigorously in all directions to distribute the toner.

Note: If toner spills on the floor, do not clean it up using a vacuum or a wet cloth. Wipe up the spill with a dry cloth. If toner gets on clothing, be sure to wash the clothing in cold water.

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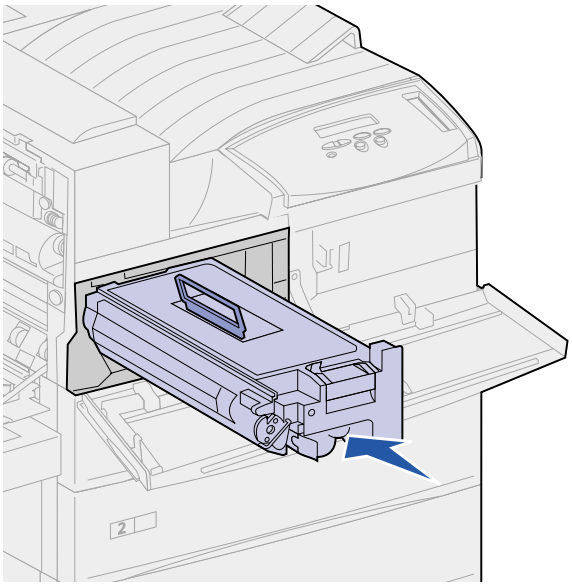
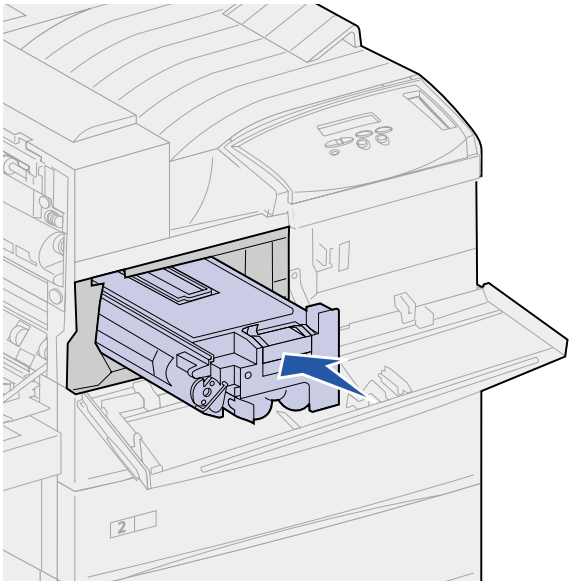


6 Holding the print cartridge by the handle and one end, align the cartridge with the slots inside the printer.



7 Slide the cartridge into the printer as far as it will go until it *snaps* into place.

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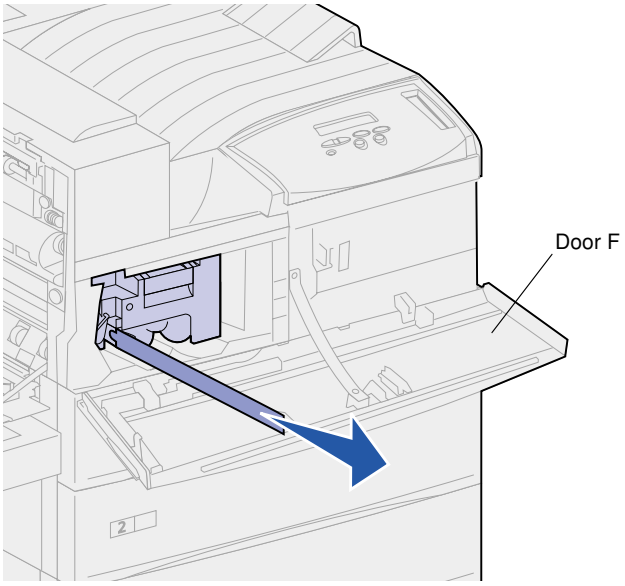

8 Carefully pull the yellow tape completely out of the cartridge.

Discard the tape.

9 Close the front door (Door F).

Preparing the fuser

The fuser supports approximately 300,000 pages of single-sided printing. The printer displays a message when it is time to replace the fuser. Refer to the publications CD for details.

Note: You need a coin or a flat blade screwdriver for the following steps.

You must remove the two metal screws on each side of the fuser before operating the printer; otherwise, print quality will be diminished.

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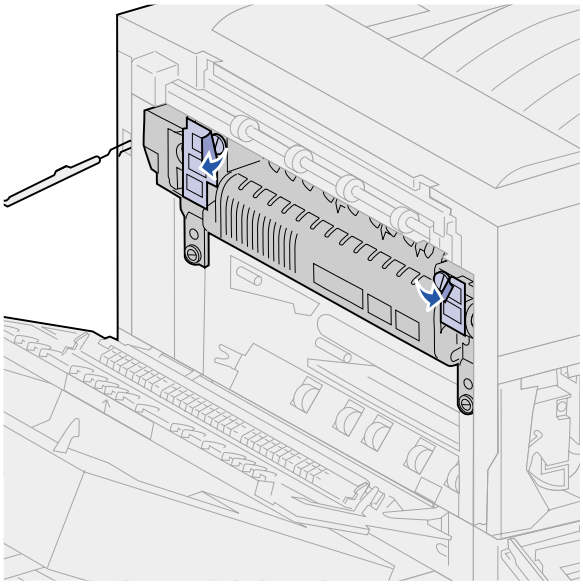
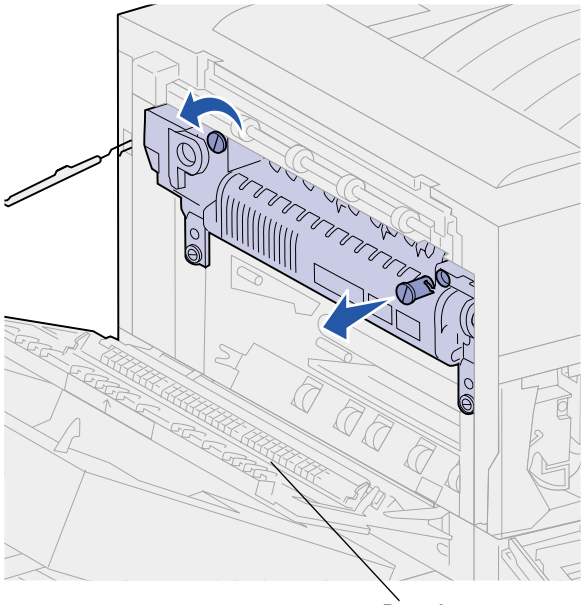


1 Remove the two labels covering the screws on each side of the fuser.



2 Turn each screw one third turn counterclockwise.

3 Pull both screws straight out and then discard them.

4 Close the side door (Door A).

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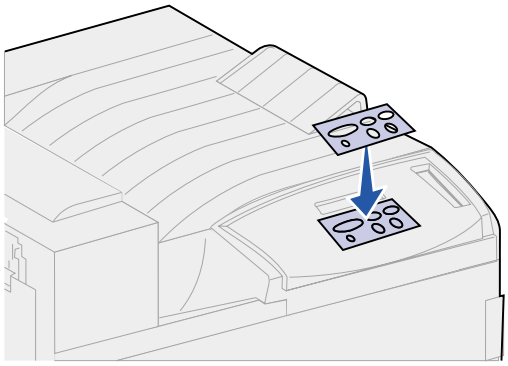
Applying the operator panel overlay (non-English only)



If English is not your preferred language, attach the overlay with the translated button names to the printer operator panel.

1. Locate the overlay packaged with your printer.
2. Peel the protective backing off the overlay.
3. Align the holes in the overlay with the buttons on the operator panel, and then press it into place.
4. Peel the protective covering away from the overlay.

You'll find instructions for changing the language of the menus and messages displayed on the operator panel display in the publications CD.

What do I do next?

Task	Go to page…
Install memory and option cards	23
Install the optional duplex unit	34
Secure the wheels and leveling feet	37

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Step 6: Install memory and option cards

You can customize your printer memory capacity and connectivity by adding optional cards.

The instructions in this section help you install any of the following options:

- Printer memory
- Flash memory
- Tri-Port Adapter
- USB/Parallel 1284-C Interface Card
- Parallel 1284-C Interface Card
- MarkNet™ internal print servers (also called internal network adapters or INAs)
- Hard disk
- Optional firmware card

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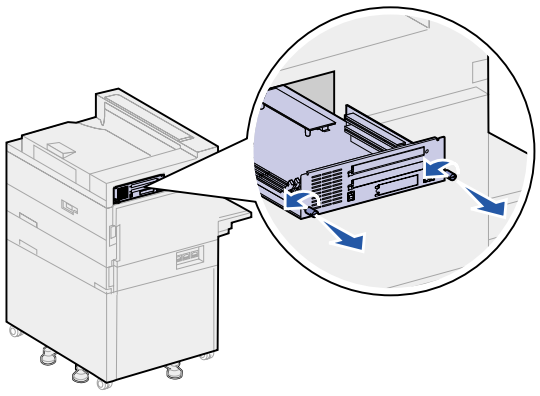
Accessing the printer system board

CAUTION! If you are installing memory or option cards sometime after setting up the printer, turn the printer off and unplug the power cord and any other cables before continuing.



1. Locate the metal plate on the back of the printer.
2. Loosen the two thumbscrews.

   The thumbscrews do not come completely off the plate.
3. Gently pull the thumbscrews until you can grasp the system board.
4. Pull the system board out just far enough to access the connector slots.

   Do not fully remove the board from the printer.

What do I do next?

Task	Go to page…
Installing memory cards	25
Installing an optional firmware card	28
Installing option cards	30

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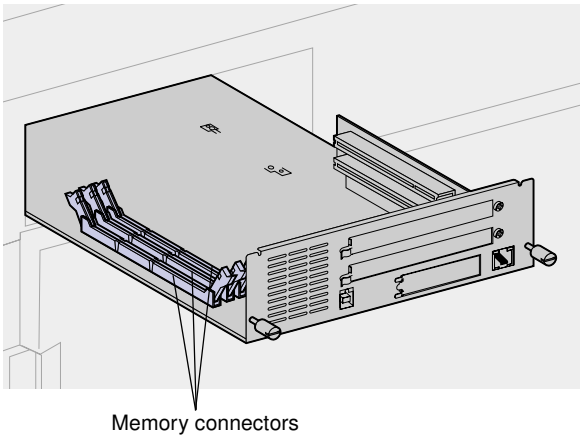
Installing memory cards

Follow the instructions in this section to install either a printer memory card or a flash memory card. The system board has three connectors for optional memory cards. You can install any combination of printer memory and flash memory cards in the three connectors. However, the printer only recognizes one flash memory card at a time.

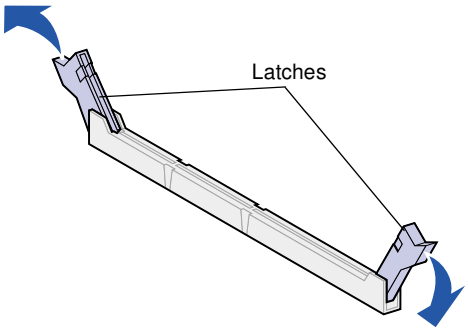
1 Access the system board. (See page 24 for instructions.)

2 Locate the memory connectors on the system board.

Each connector can support either a printer memory card or a flash memory card.



3 Push open the latches on both ends of the connector you want to use.



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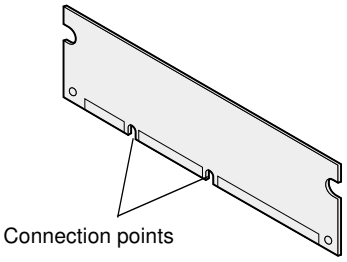
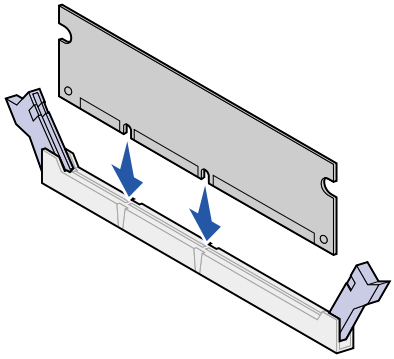
Warning! Printer memory and flash memory cards are easily damaged by static electricity. Touch something metal on the printer before you touch a memory card.



4 Unpack the memory card.

Avoid touching the connection points along the edge of the card. Save the packaging.



5 Align the notches on the bottom of the card with the notches on the connector.

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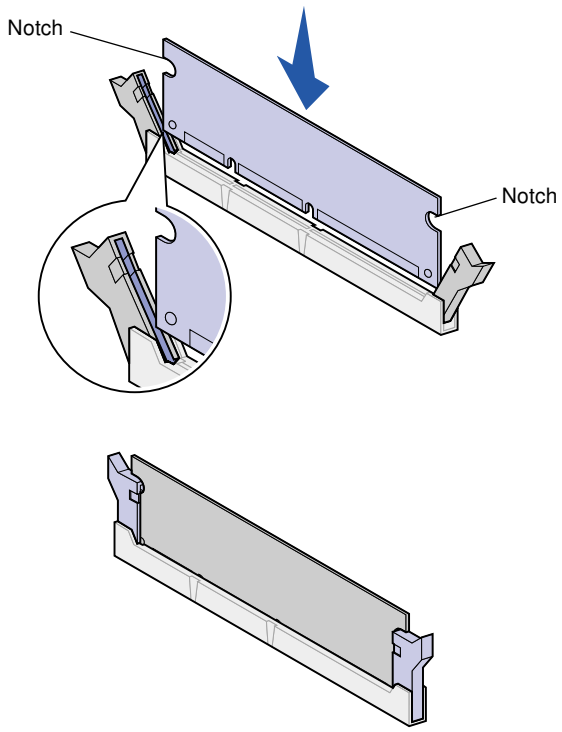
Warning! Support the bottom of the system board when installing a card.



6 While holding the system board from the bottom, push the memory card firmly into the connector until the latches on either end of the connector *snap* into place.

It may require some force to fully seat the card.

Make sure each latch fits over the notch on the end of the card.

7 Repeat steps 4 through 6 to install other memory cards.

What do I do next?

Task	Go to page…
Installing an optional firmware card	28
Installing option cards	30
Reinstalling the system board	33

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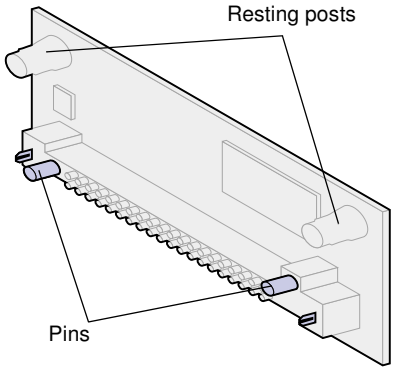
Installing an optional firmware card

Follow the instructions in this section to install an optional firmware card. The system board has one location where firmware cards can be installed.

Warning! Optional firmware cards are easily damaged by static electricity. Touch something metal on the printer before you touch a card.



1. Access the system board. (See page 24 for instructions.)

2. Unpack the firmware card.

   Avoid touching the metal pins on the bottom of the card. Save the packaging.

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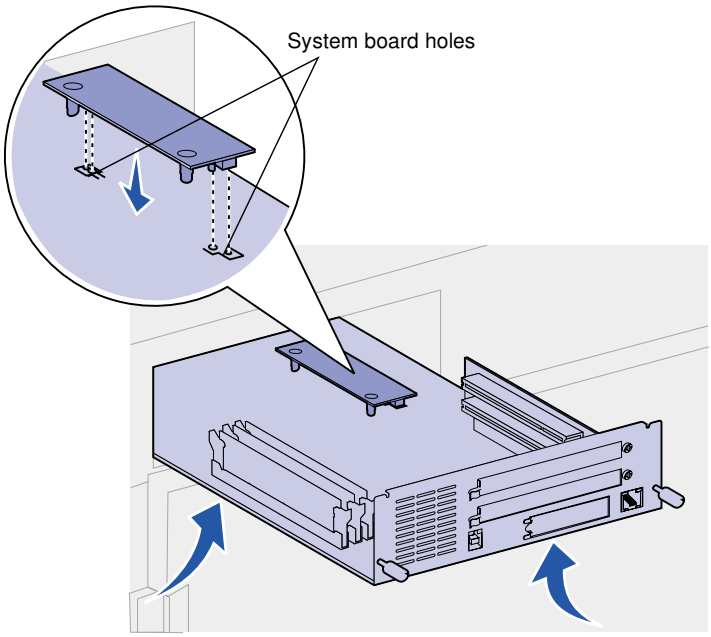

Warning! Support the bottom of the system board.

3 Holding the firmware card by its sides, align the two pins on the card with the holes on the system board.

   Orient the card as shown.

4 While holding the system board from the bottom, push down until the firmware card is firmly in place.

   The entire length of the plastic connector on the firmware card must touch the system board. Some force may be required to fully install the card, but be careful not to damage the card's connectors.

What do I do next?

Task	Go to page…
Installing option cards	30
Reinstalling the system board	33

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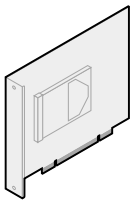
Installing option cards

Your printer has two connectors that support the following option cards:

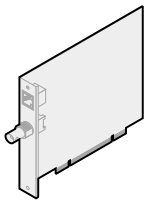
- Hard disk with adapter card
- MarkNet internal print server
- USB/Parallel 1284-C Interface Card
- Parallel 1284-C Interface Card
- Coax/Twinax Adapter for SCS
- Tri-Port Adapter

You need a small Phillips screwdriver to install these options.

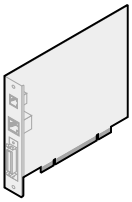
Note: The network and duplex network printer models ship with an Ethernet print server already installed.



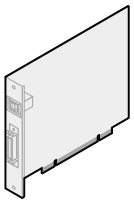
Install a hard disk with adapter card to add additional storage space to your printer.



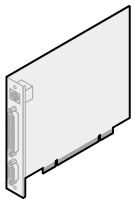
Install a MarkNet internal print server to add an Ethernet or Token-Ring port for connecting your printer to a network.



Install a MarkNet N2501e or N2401e internal print server if you received either of these cards as part of a multifunction printer upgrade.



Install a USB/Parallel 1284-C or a Parallel 1284-C Interface Card to add a Universal Serial Bus (USB) port or a parallel port.



Install a Tri-Port Adapter to add LocalTalk, serial, and infrared ports. For details on setting up and using the Tri-Port Adapter, refer to the documentation that shipped with the card.

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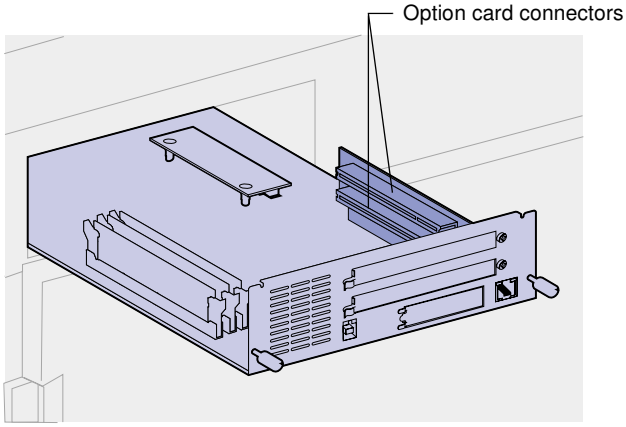
Complete the following steps to install any of the option cards mentioned on page 30:

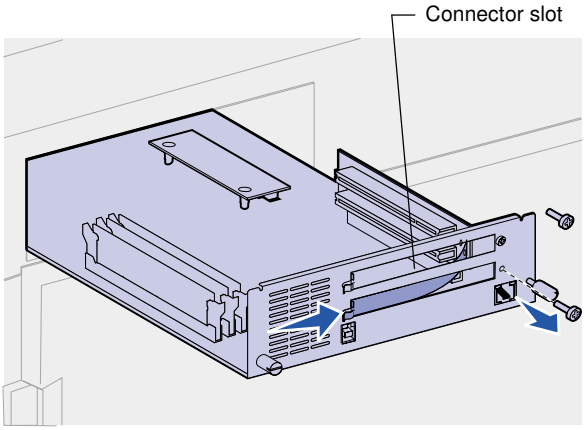
1 Access the system board (see page 24 for instructions) and locate the option card connectors.



Note: If you are installing two option cards, install the first one in the lower option card connector, so it will be easier to install the second card.

Warning! Install hard disks in the top connector slot only. This prevents overheating.

2 Remove the metal plate covering the connector slot.



a Remove the screw on the right end of the metal plate.

Save the screw.

b Remove the metal plate by pulling it to the right.

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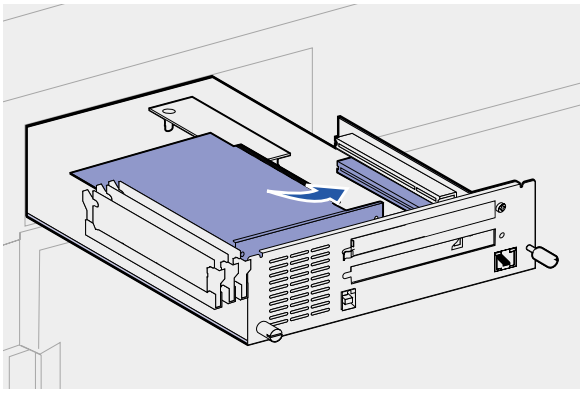
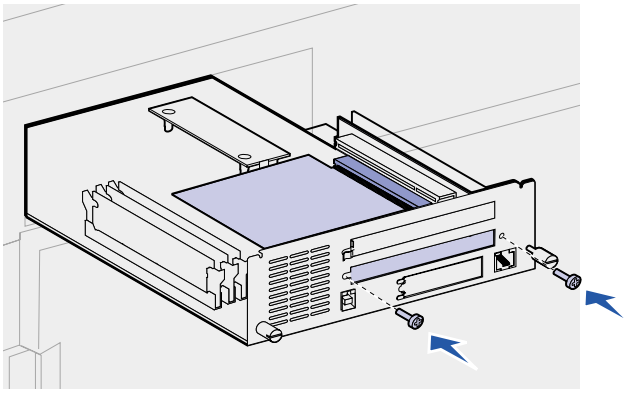
Warning! Option cards are easily damaged by static electricity. Touch something metal on the printer before you touch an option card.





3 Unpack the option card.

Save the packing materials.

4 Align the connector on the option card with the connector on the system board.

The cable connectors on the side of the option card must fit through the connector slot.

5 Push the option card firmly into the option card connector.

6 Secure the card to the system board metal plate with two screws.

7 Repeat steps 2 through 7 to install another option card.

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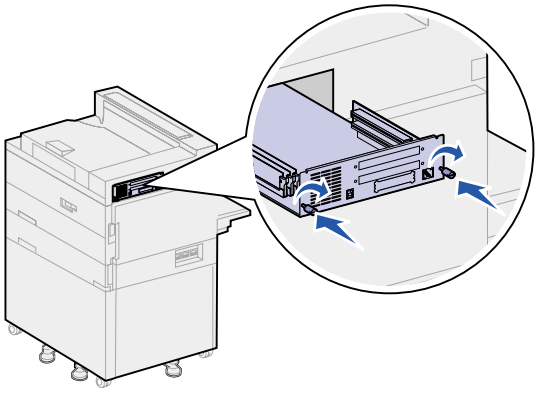
Reinstalling the system board



1. Gently push the system board back into the printer.
2. Tighten the two thumbscrews.
3. Reconnect any previously connected cables on the back of the printer.

What do I do next?

Task	Go to page …
Install the optional duplex unit	34
Secure the wheels and leveling feet	37

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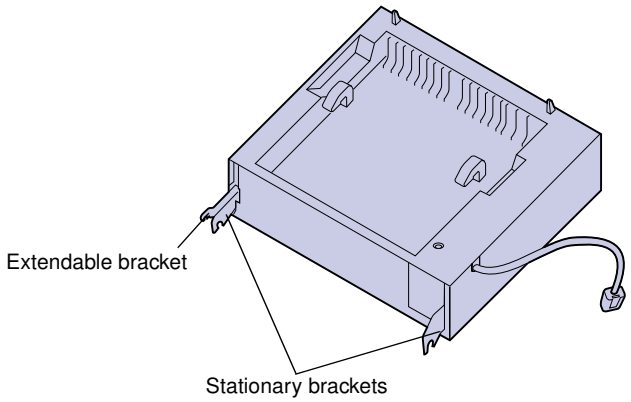
Step 7: Install the optional duplex unit

CAUTION! If you are installing the duplex unit sometime after initial printer setup, turn the printer off and unplug the power cord before continuing.

Note: If you are installing the duplex unit after having previously installed the optional envelope feeder, the envelope feeder must be removed before installing the duplex unit. Refer to the publications CD for help.



Your printer supports an optional duplex unit that lets you print on both sides of a sheet of paper.

To install the duplex unit:

1. Make sure the multipurpose feeder is open (down position).

2. Remove the duplex unit from its packaging.

   Be sure to remove the packaging from under the plastic grid.

   There are three metal brackets on the duplex unit: two stationary brackets and one extendable bracket.

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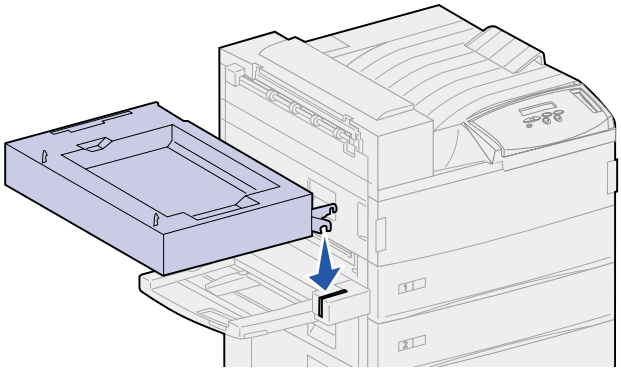
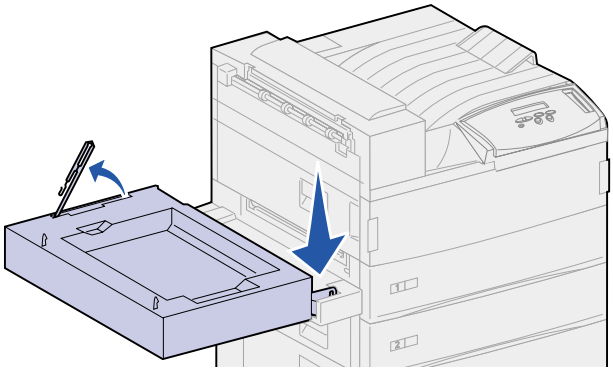


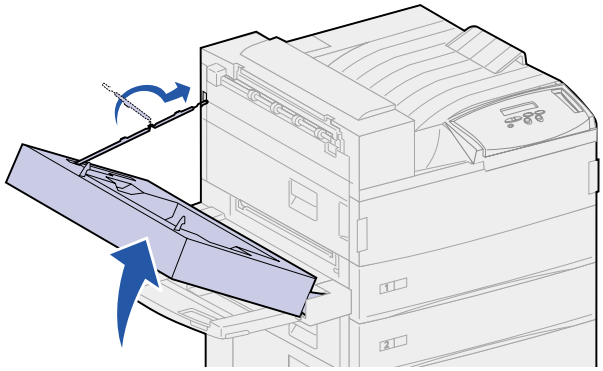
3 Hold the duplex unit as shown.



4 Attach the duplex unit to the top of the multipurpose feeder.

a Holding the duplex unit parallel with the ground, attach the two stationary metal brackets on the duplex unit to the metal rods on the top of the multipurpose feeder.

b Tilt the duplex unit toward the printer until the extendable metal bracket on the right snaps into place.



5 Pull out the cable on the left side of the duplex unit and fully extend it.

6 Attach the cable hook to the metal eye on the printer.

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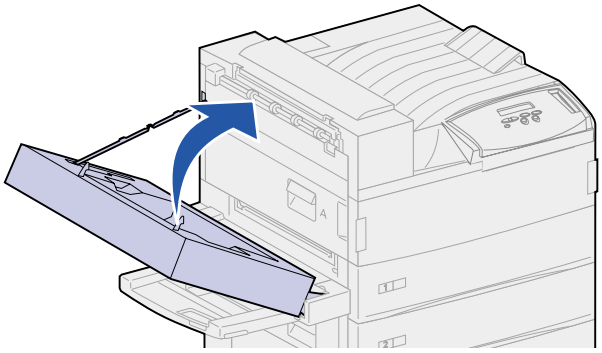
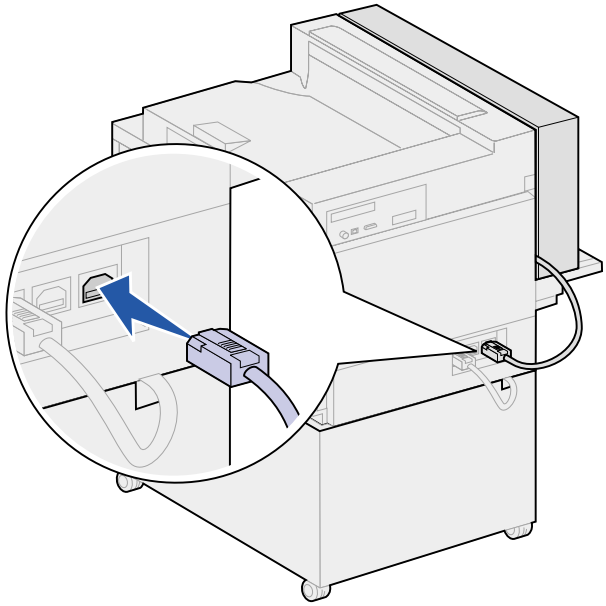


7 Close the duplex unit by pushing it toward the printer until it latches into place.



8 Plug the duplex unit cable into the connector labeled “Duplex” on the back of the printer.

Note: When the duplex unit is in operation, the printer partially ejects paper, then draws it back into the duplex unit before it is fully ejected. Do not remove paper before it is completely ejected or a paper jam may result.

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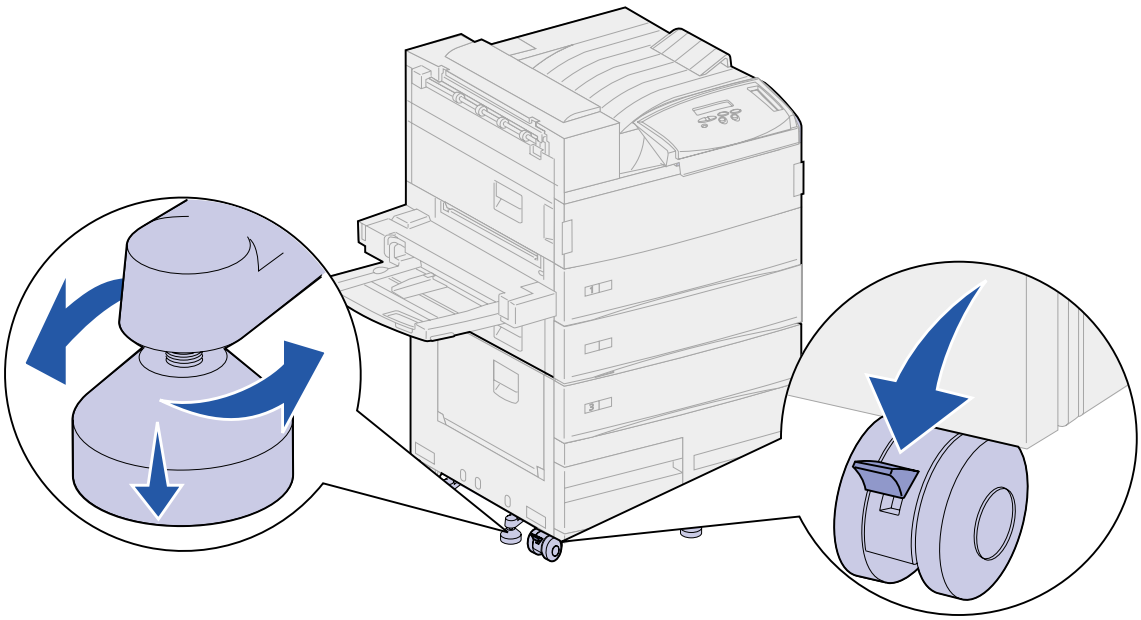
Step 8: Secure the wheels and leveling feet

Note: This only applies if you have a high capacity feeder or a base cabinet attached to the printer.

Once you have all the printer components attached and the printer is positioned where you want it, you need to stabilize it.

1. Lock the wheels by pushing down on the lever attached to them.
2. Rotate all the leveling feet until they touch the ground.



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What do I do next?

Task	Go to page…
Set up the optional mailbox	39
Set up the optional finisher	53
Install the optional envelope feeder	71
Load print media	73

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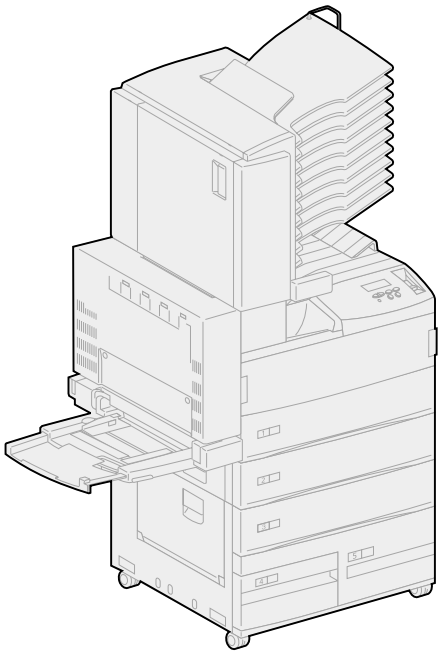
Step 9: Set up the optional mailbox

Note: The printer can support either a mailbox or a finisher, but not both at the same time.



Note: The illustrations in this section show the printer with a high capacity feeder attached.

Your printer supports an optional10-bin mailbox that helps you organize your printed documents.

Before you can attach a mailbox, you must install either a high capacity feeder or a base cabinet. For help setting up a high capacity feeder or a base cabinet, see page 9.

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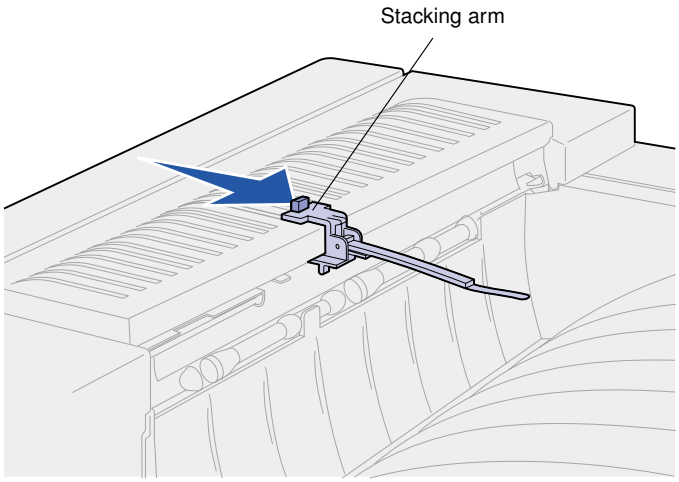
Removing the stacking arm



CAUTION! If you are installing the mailbox sometime after initial printer setup, turn the printer off and unplug the power cord before continuing.

Before you can attach a mailbox, you must remove the stacking arm from the printer.

To remove the stacking arm, push the tab on the top of the arm toward the printer output bin until it snaps loose. Be sure to save the stacking arm so you can reattach it if you remove the mailbox.

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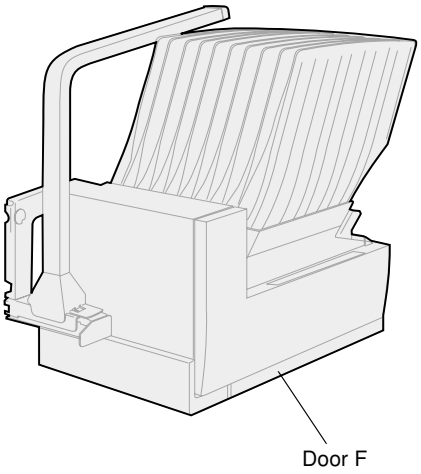
Unpacking the mailbox

CAUTION! The mailbox weighs 15.9 kg (35 lbs) and requires two people to lift it safely.

Warning! The mailbox must be set down with the door (Door F) facing the ground. Otherwise, the mailbox may be damaged.



1 Remove the mailbox and all other items from their packaging.

Be sure to set the mailbox down with Door F toward the ground.

Remove any plastic wrapping, shipping tape, and protective foam.

Save the carton and packing materials in case you need to repack the mailbox.

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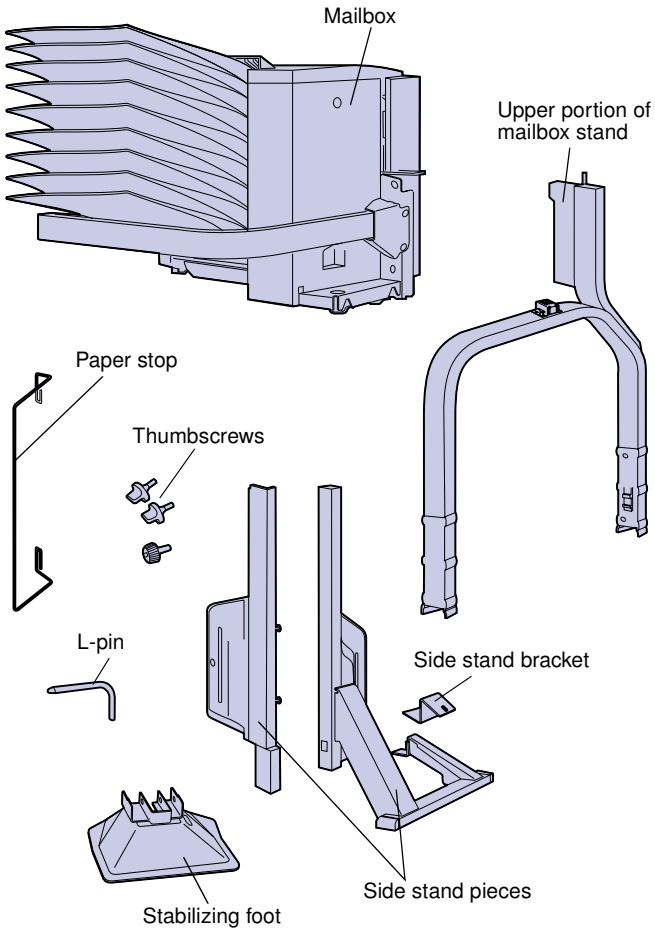

2 Make sure you have the following items:

— Mailbox with 10 output bins and handling tool
— Mailbox stand:
  -- Upper portion stand piece
  -- 2 side stand pieces
  -- Side stand bracket
— Stabilizing foot with L-pin
— 3 thumbscrews
— Paper stop

If any items are missing or damaged, contact your point of purchase.

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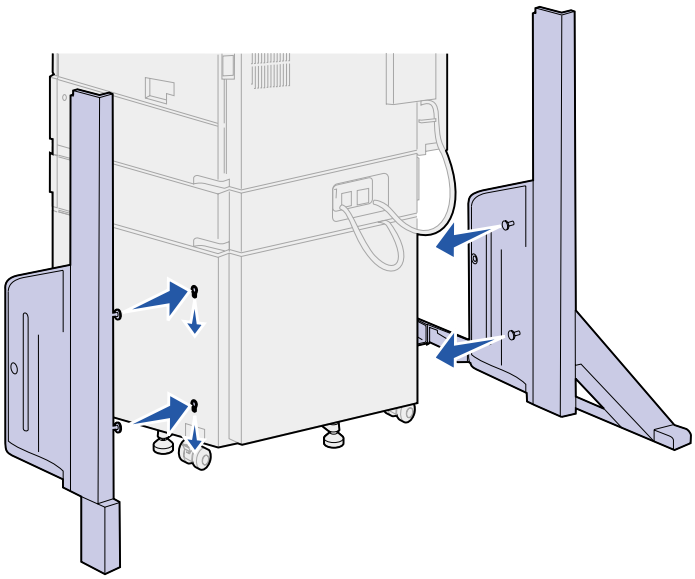
Attaching the mailbox stand



1. Position the side stand pieces so that the small metal knobs are toward the sides of the printer, as shown.
2. Insert the knobs into the slots in the printer.
3. Slide the side stand pieces down until they rest firmly in place.

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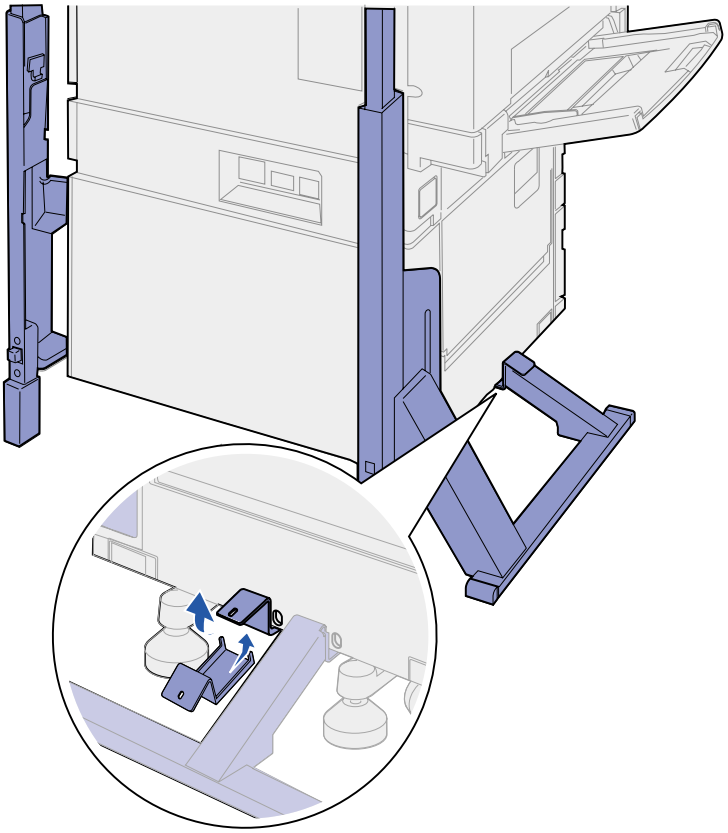

4 Position the side stand bracket, connecting the printer and the stabilizer bar.

a Position the bracket on the underside of the printer, on the same side as the side stand with the stabilizer bar.

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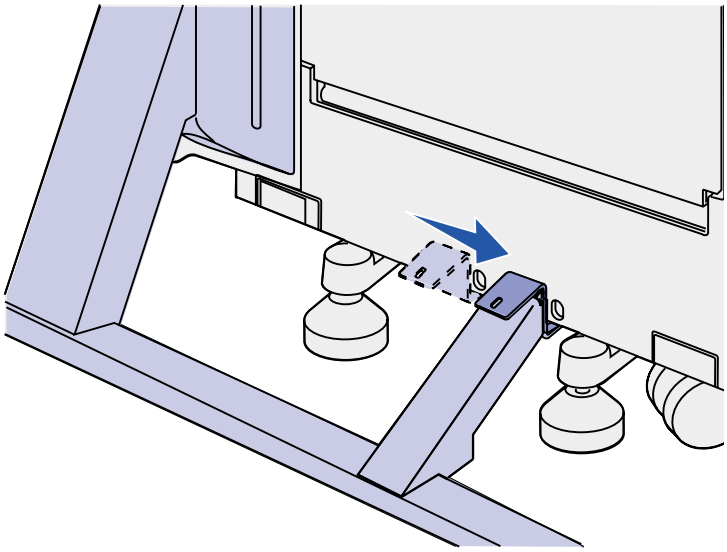
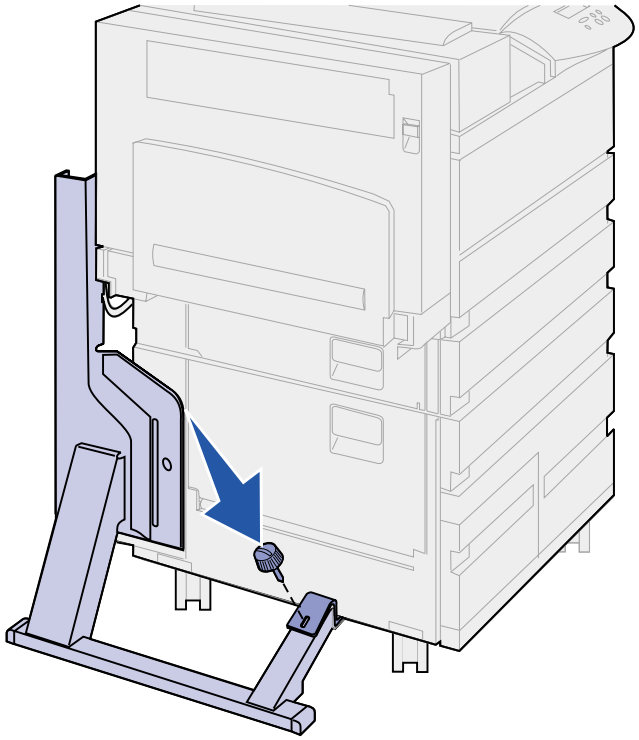


b Slide the bracket so that the top fits over the stabilizer bar.

Align the hole in the bracket with the hole in the stabilizer bar.



c Insert the small thumbscrew through the bracket and stabilizer bar, and then tighten.

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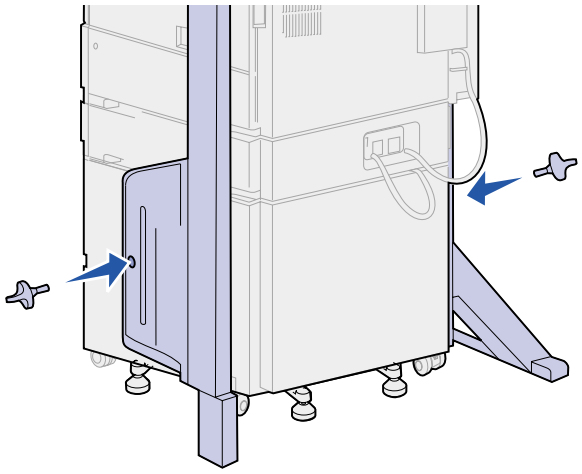
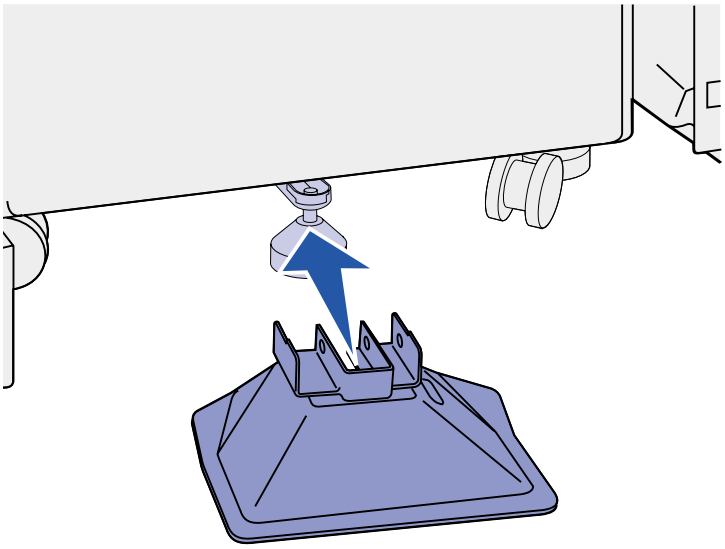


5 Insert a thumbscrew through the hole in the middle of each side stand piece, and then tighten the screws.



6 Slide the stabilizing foot over the high capacity feeder back foot.

If the high capacity feeder back foot is completely lowered, especially on a carpeted surface, you may need to raise it off the ground before the stabilizing foot will properly fit over it.

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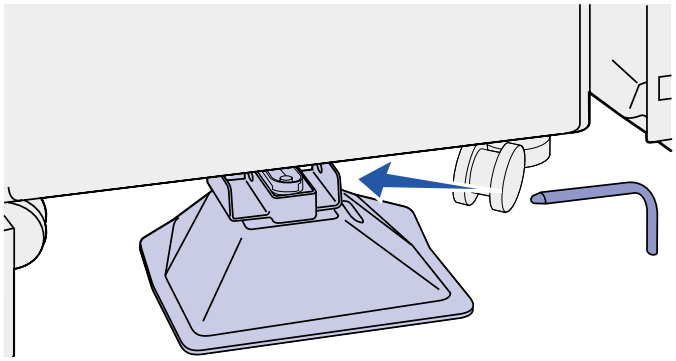
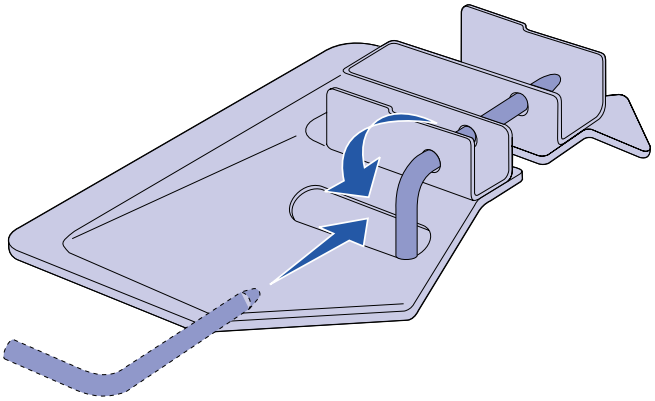


7 Insert the L-pin through the holes in the stabilizing foot and back foot.



8 Rotate the end of the L-pin down into the slot in the stabilizing foot.

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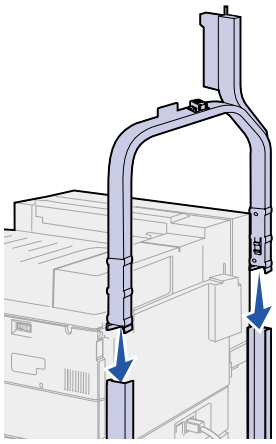
Warning! Make sure the upper portion is oriented correctly, with the taller side on the same end of the printer as the multipurpose feeder.



9 Slide the upper portion of the stand down into the side stands until it *snaps* into place.

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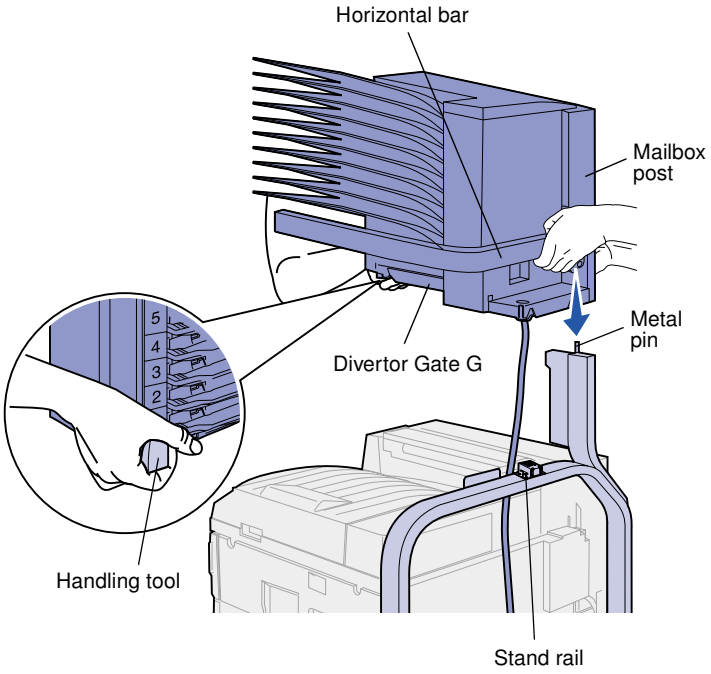
Positioning the mailbox

CAUTION! The mailbox requires two people to lift it safely.

Note: Be sure the mailbox cord is between the printer and the stand when you lower the mailbox. Do not pinch the cord as you position the mailbox.



Warning! Do not rest the mailbox on Divertor Gate G when seating the mailbox.

1. Be sure you have removed the stacking arm from the printer. (See “Removing the stacking arm” on page 40).
2. Have someone help you lift the mailbox, using the horizontal bar and the handling tool on the opposite side.
3. Align the mailbox post with the stand rail.
4. Carefully lower the mailbox onto the stand.

   Align the metal pin on the stand with the hole in the mailbox post.

   The mailbox is fully seated on the stand rail when properly installed.

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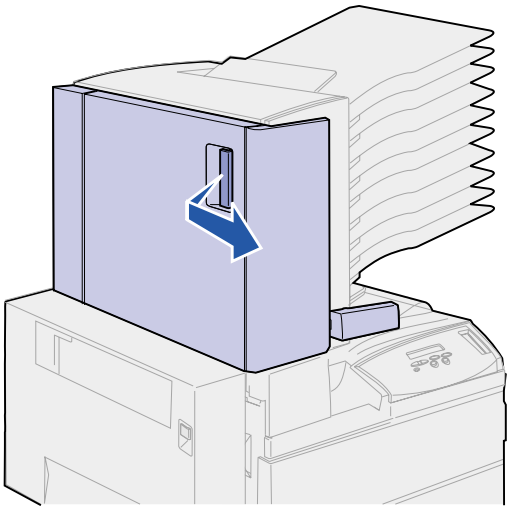
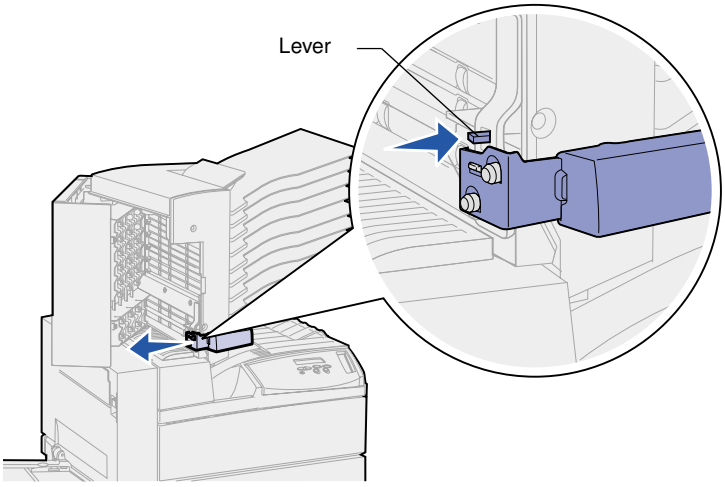
Storing the handling tool





1. Remove any tape from the mailbox door (Door D).
2. Open the mailbox door.
3. Remove any tape from the handling tool.
4. While pressing down on the small lever, push the tool handle down and toward the mailbox door.

   The handling tool is released from the mailbox.
5. Close the mailbox door.

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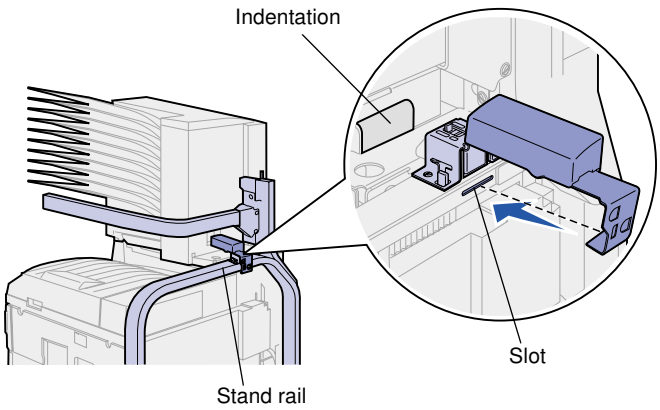
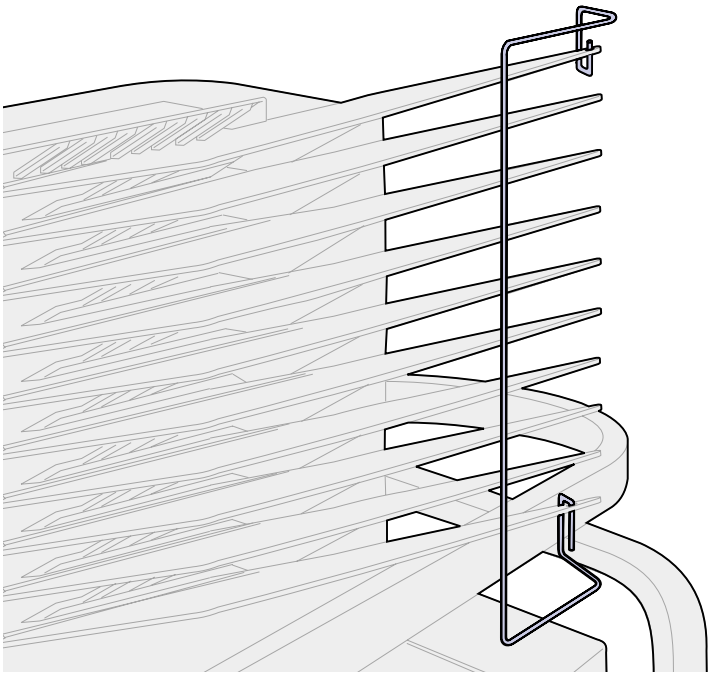


6 Move to the back of the printer where the mailbox stand rail is located.

7 Align the tool handle with the indentation on the mailbox while aligning the metal portion of the tool with the slot in the stand.

8 Slide the tool toward the mailbox until the tool *snaps* into place.

Attaching the metal paper stop



1 Insert the lower end of the metal paper stop in the hole on the bottom mailbox output bin.

2 Gently separate the top two mailbox bins and insert the upper end of the paper stop in the hole on the top bin.

3 Rotate the paper stop so that it rests against the bins.

If the paper stop does not easily rest next to the bins, it may be upside down. Make sure it is oriented as shown.

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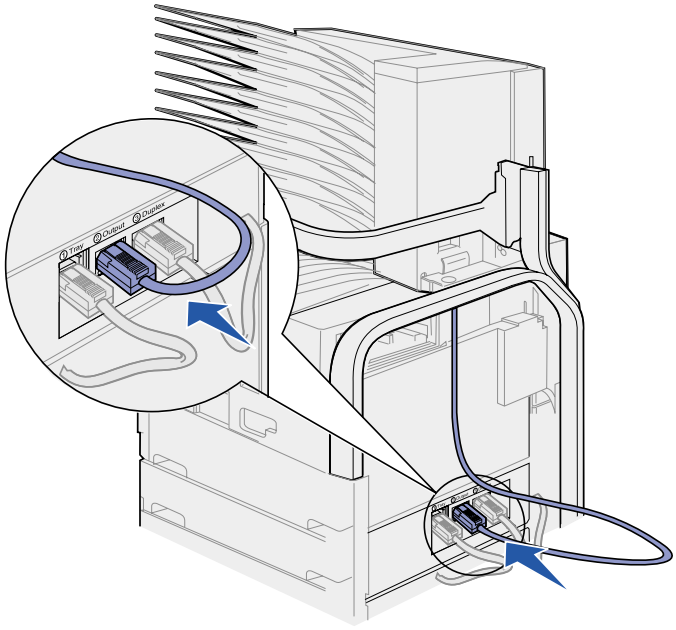
Plugging in the mailbox

CAUTION! Make sure the printer is unplugged before continuing.

Plug the communication cable from the mailbox into the connector labeled “Output” on the back of the printer.



What do I do next?

Task	Go to page…
Install the optional envelope feeder	71
Load print media	73

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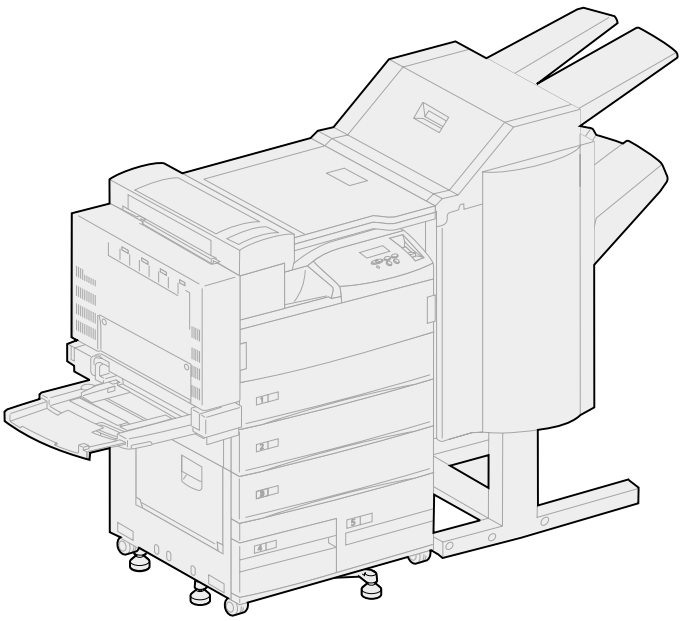
Step 10: Set up the optional finisher

Note: The printer can support either a mailbox or a finisher, but not both at the same time.



Note: The illustrations in this section show the printer with a high capacity feeder attached.

Your printer supports an optional finisher that adds hole punching and stapling functions to the printer output capabilities.

Before you can attach a finisher, you must install either a high capacity feeder or a base cabinet. For help setting up a high capacity feeder or a base cabinet, see page 9.

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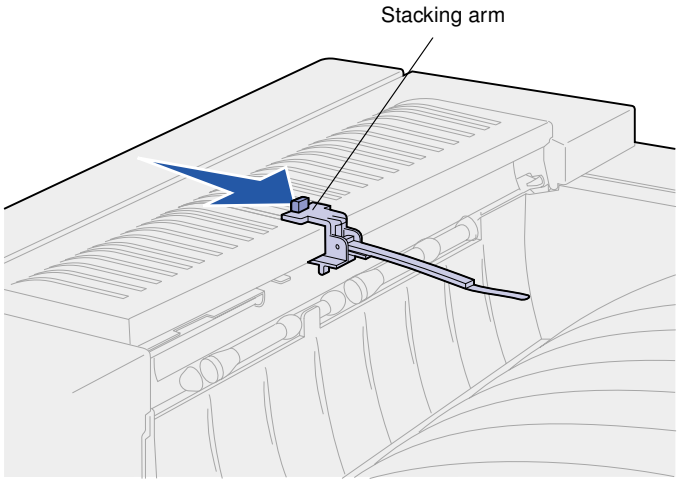
Removing the stacking arm



Before you can attach a finisher, you must remove the stacking arm from the printer.

To remove the stacking arm, push the tab on the top of the arm toward the printer output bin until it snaps loose. Be sure to save the stacking arm so you can reattach it if you remove the finisher.

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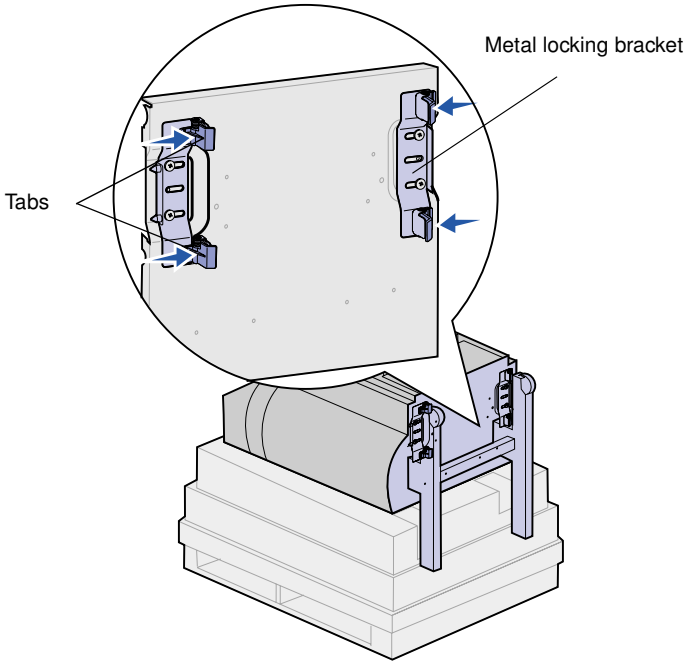
Unpacking the finisher

CAUTION! If you are installing the finisher sometime after initial printer setup, turn the printer off and unplug the power cord before continuing.



1. Remove the cardboard box by lifting it straight up and setting it to the side.
2. Remove the foam from the top of the finisher and by the legs.
3. Lightly press on the tabs located on the metal locking brackets near each leg, and move both brackets toward the middle of the finisher.

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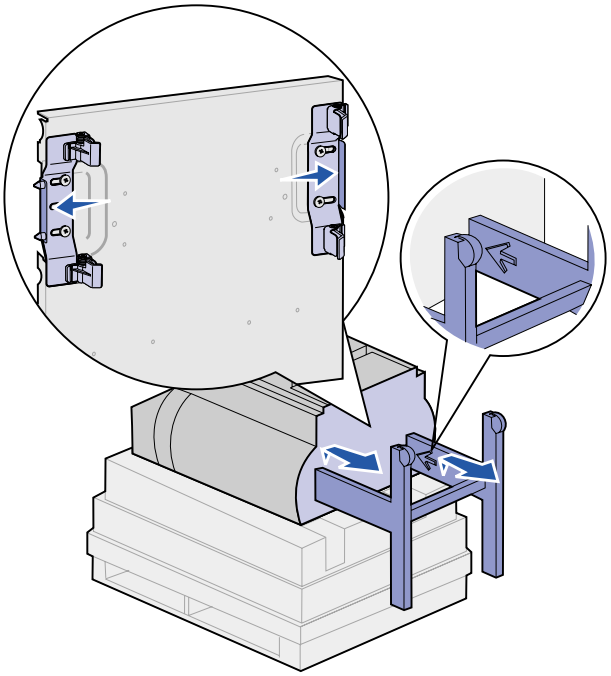

4 Lift the bottom of the finisher up slightly and extend the legs fully until you see molded arrows on the inside of the legs.

   Be sure to align the holes in the legs with the pins on the locking brackets.

5 Push the locking brackets back into place.

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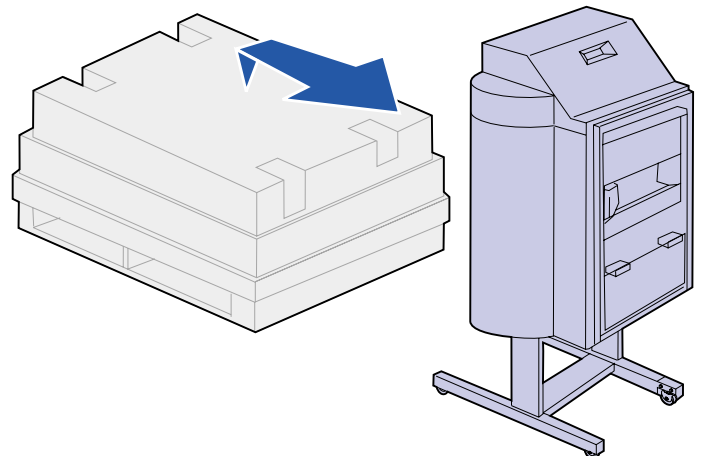
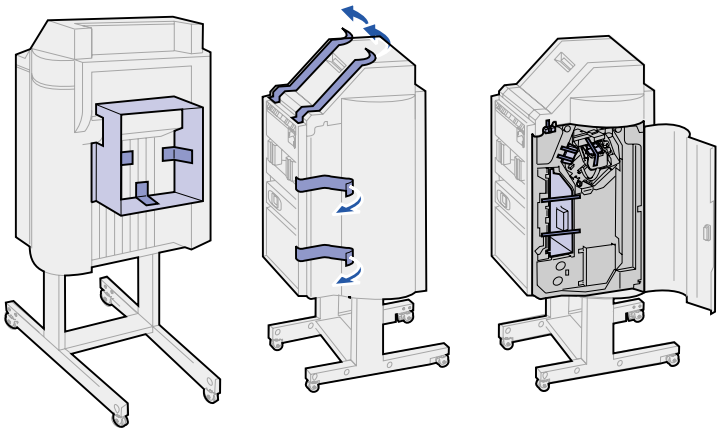
CAUTION! The finisher weighs 44.1 kg (97 lbs) and requires at least two people to lift it safely.



6 Have someone help you lift the finisher to the upright position.



7 Remove any plastic wrapping and shipping tape.

Be sure to note the tape in the places shown.

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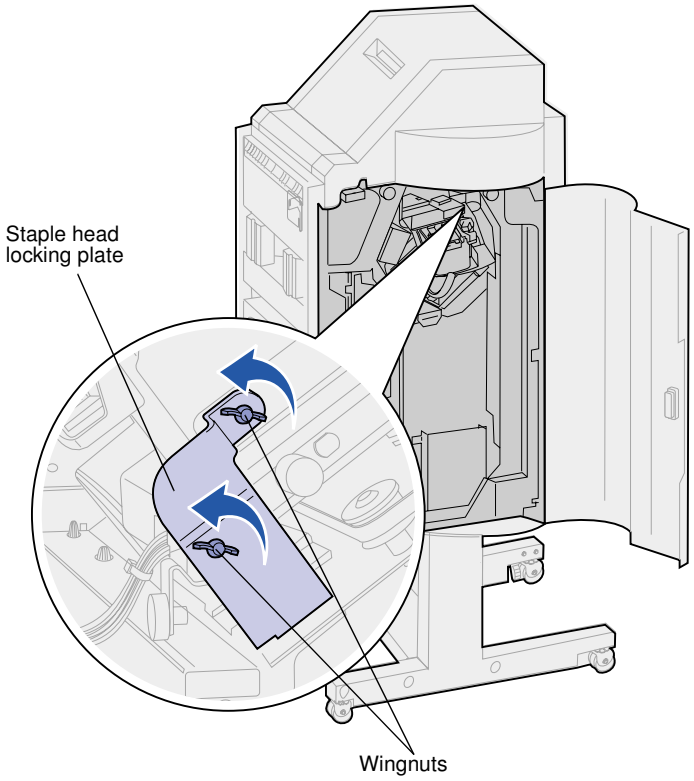
Warning! The staple head locking plate is used for shipping purposes only. If it is not removed, the stapling unit can not function and an error will occur.



8 Remove the two wingnuts holding the metal staple head locking plate.

9 Slide the plate up and remove it.

Discard the plate and wingnuts.

10 Remove the other items from their packaging.

Remove any plastic wrapping.

Save the carton and packing materials in case you need to repack the finisher.

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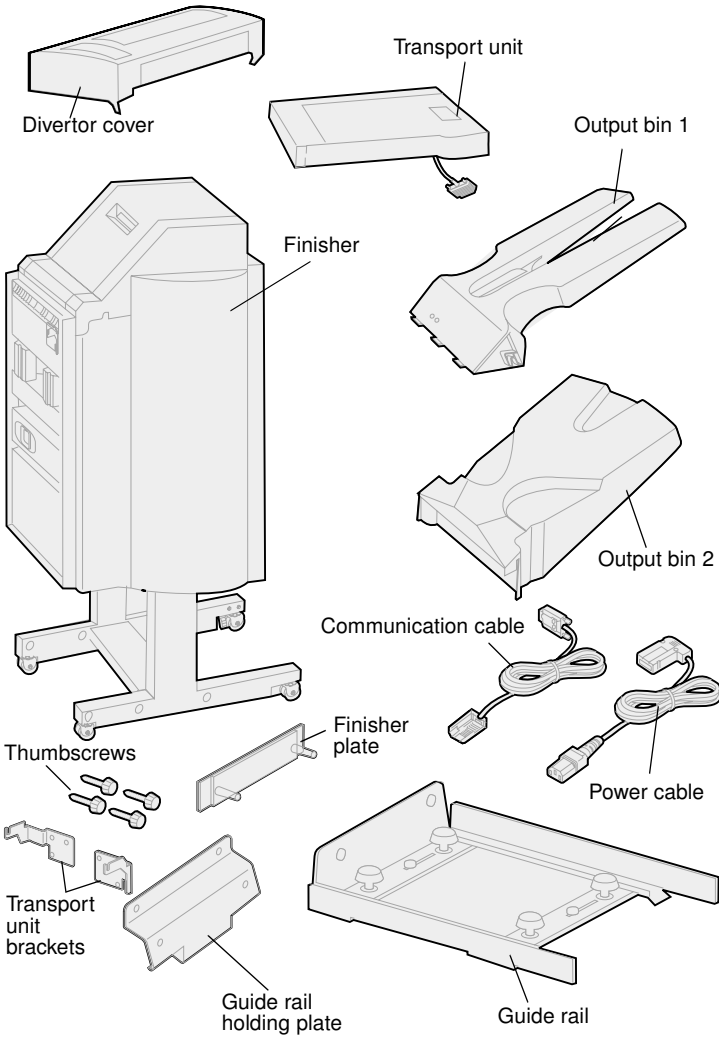

11 Make sure you have the following items:

— Finisher
— Output bins 1 and 2
— Finisher plate
— Guide rail
— Guide rail holding plate
— Transport unit
— Transport unit brackets
— Thumbscrews
— Divertor cover
— Communication cable
— Power cable

If any items are missing or contact your point of purchase.

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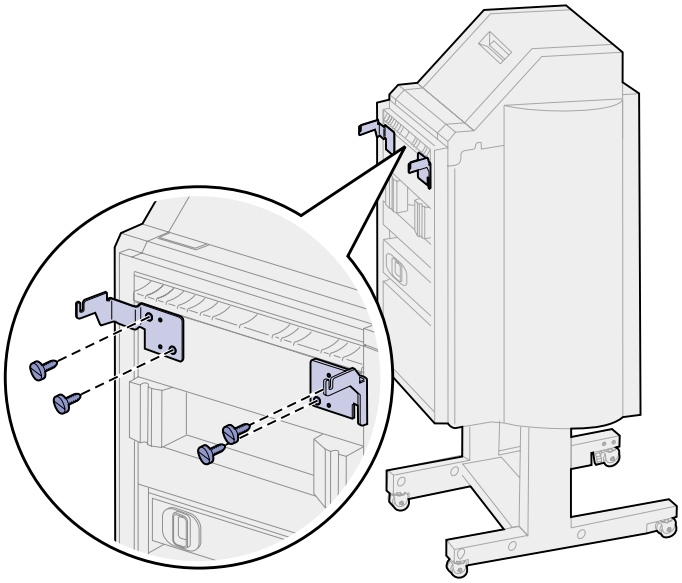
Attaching the transport unit brackets

1 Attach the two metal transport unit brackets to the back of the finisher using the four thumbscrews.



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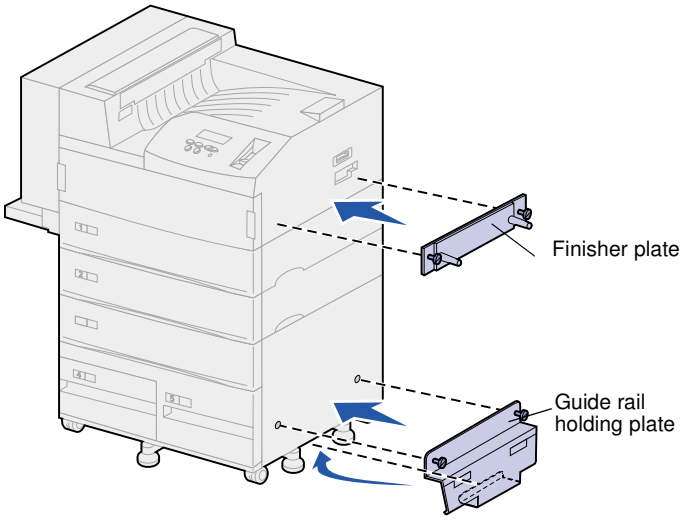
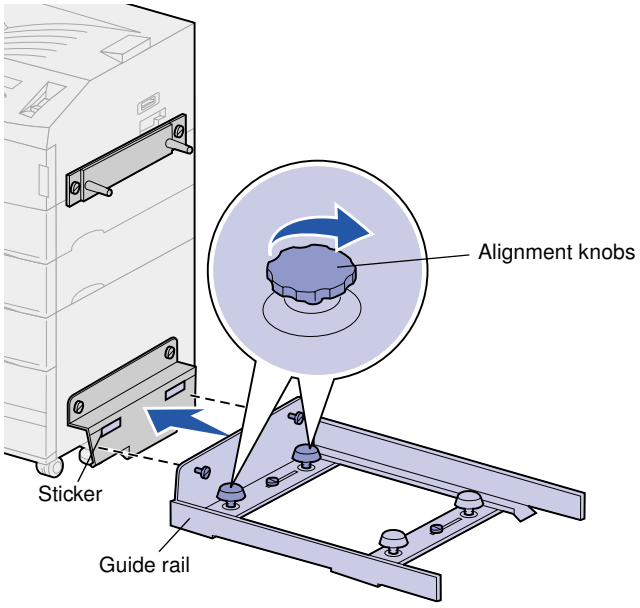
Attaching the finisher plate and guide rail





1. Line up the thumbscrews on the finisher plate with the two holes on the right side of the printer.

   Be sure to orient the plate so that it does not cover the socket directly above it.
2. Secure the finisher plate to the printer using the thumbscrews.
3. Orient the holding plate with the screws as shown.
4. Slide the bottom lip under the printer.
5. Pull the holding plate upward to align the thumbscrews in the plate with the holes in the side of the printer.
6. Secure the holding plate to the printer using the thumbscrews.
7. Align the thumbscrews on the guide rail with the holes in the holding plate and start the thumbscrews, but do not tighten them.
8. Align the top of the guide rail with the line on the holding plate by rotating the two alignment knobs closest to the holding plate. This action raises or lowers the guide rail, depending on which way the knobs are turned.

   The edge of the guide rail should line up with the sticker where the white and gray portions divide.
9. Secure the guide rail to the holding plate by tightening the thumbscrews.

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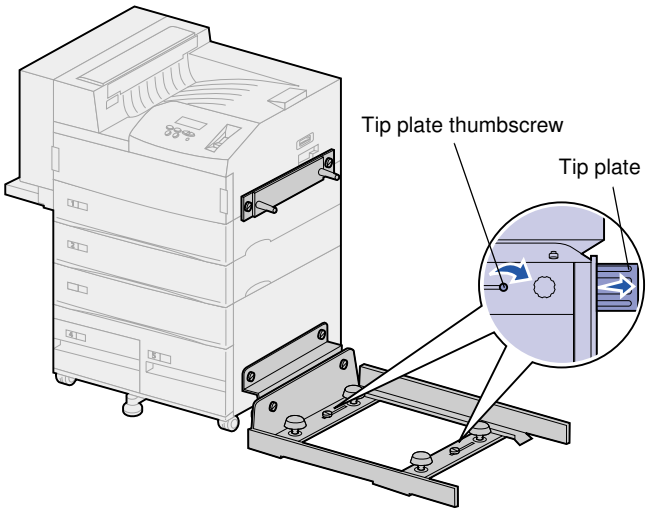

10 Loosen the two tip plate thumbscrews in the middle of the guide rail.

11 Fully extend the tip plates on the side of the guide rail.

12 Tighten the tip plate thumbscrews.

Installing the transport unit

The transport unit carries the printed pages across the top of the printer to the finisher.

Attaching the divertor cover

1 Be sure you have removed the stacking arm (see “Removing the stacking arm” on page 54).

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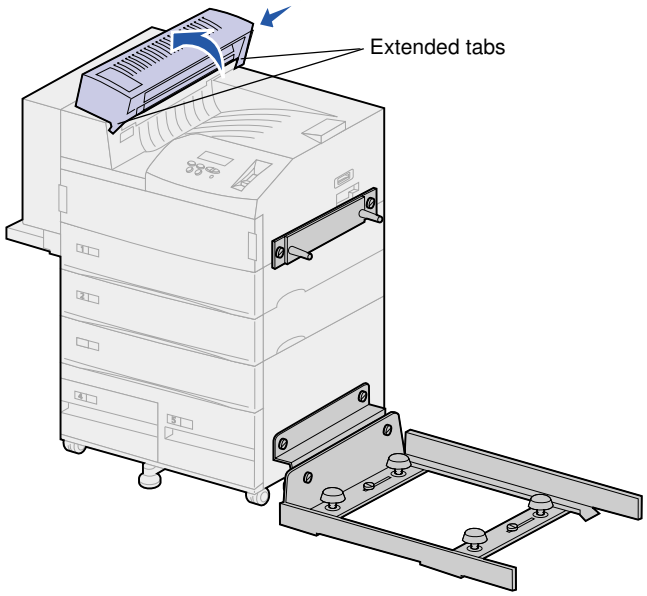

2 Install the divertor cover on the top of the printer.

Be sure the side with the extended tabs is in place first, then rotate the divertor cover as shown. Gently press the assembly in place.

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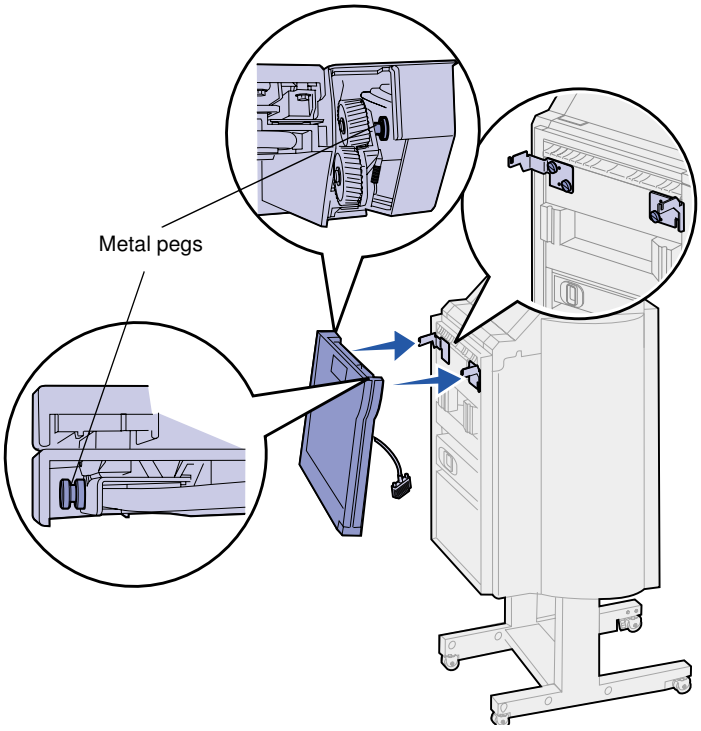
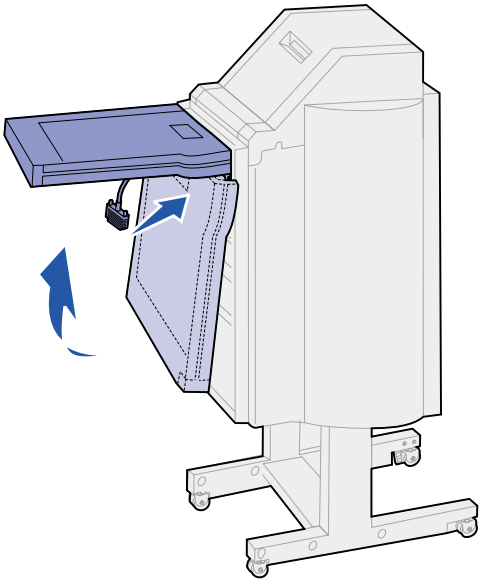
Positioning the transport unit



1 Hold the transport unit as shown.

2 Align the metal pegs on the transport unit with the u-shaped slots on the metal brackets.

3 Place the pegs into the slots.



4 Rotate the transport unit as shown and hold it.

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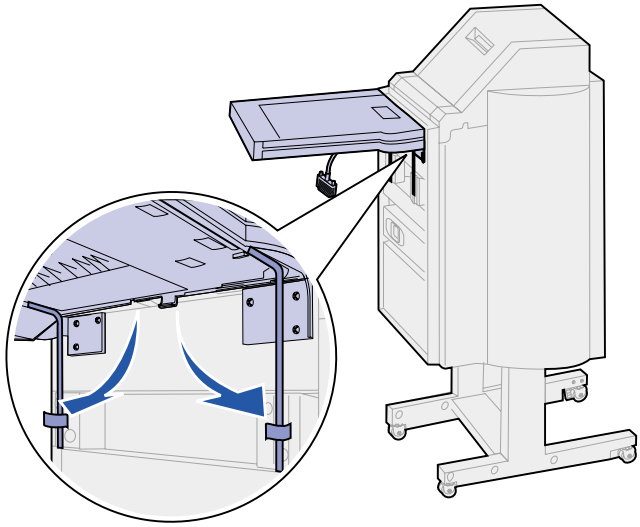
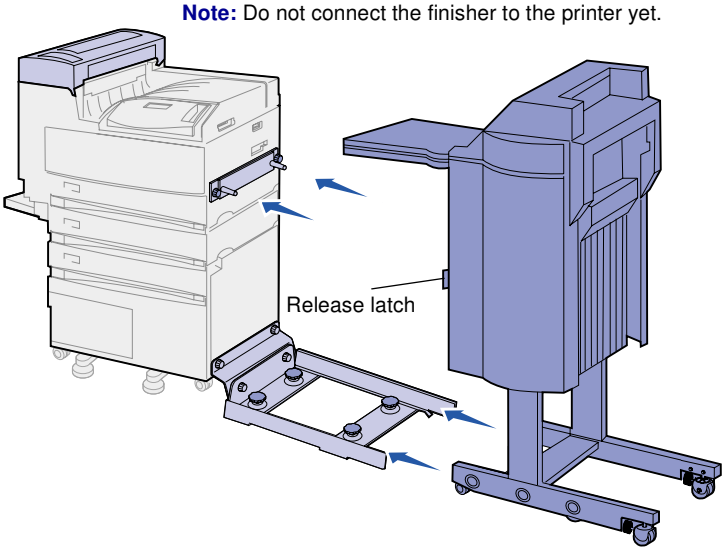


5 Rotate the two metal arms on the bottom of the transport unit down until they slip into the grooves on the finisher.

Note: Do not connect the finisher to the printer yet.



6 Gently push the finisher onto the edge of the guide rail.

You may need to lift the bottom of the finisher slightly to get it onto the tracks.

7 Push the finisher toward the printer until it is partially on the guide rail, but do not connect it to the printer yet.

Warning! If you need to disconnect the finisher from the printer, make sure to use the latch to disengage the two. Refer to the publications CD for more information.

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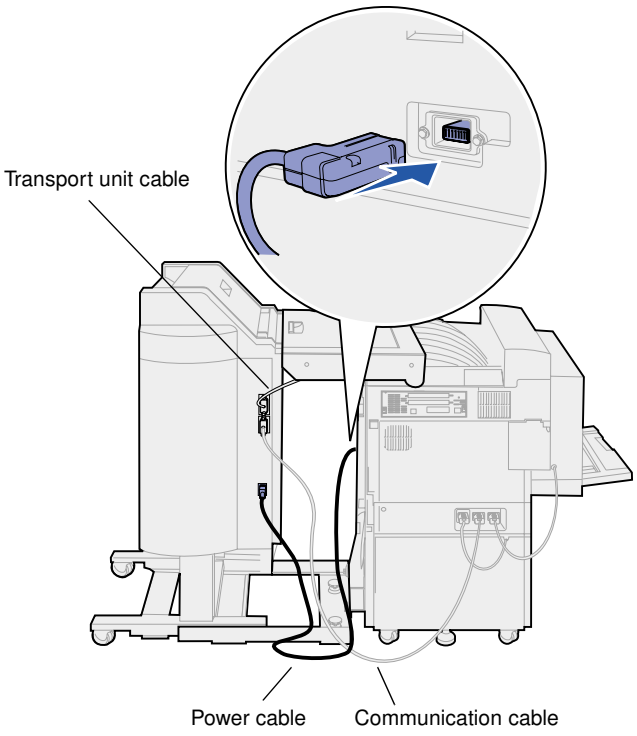
Attaching the cables

CAUTION! Make sure the printer is turned off and unplugged before continuing.



Three cables come with the finisher: two of the cables connect the finisher with the printer and one cable is pre-attached to the transport unit.

1. Attach one end of the communication cable to the middle connector on the finisher.

   Tighten the thumbscrews to ensure a good connection.

2. Attach the other end of the communication cable into the middle connector labeled “Output” on the printer.

3. Attach the transport unit cable to the top connector on the finisher.

   Tighten the thumbscrews to ensure a good connection.

4. Attach one end of the power cable to the bottom connector on the finisher.

5. Attach the other end of the power cable into the electrical connector on the side of the printer.

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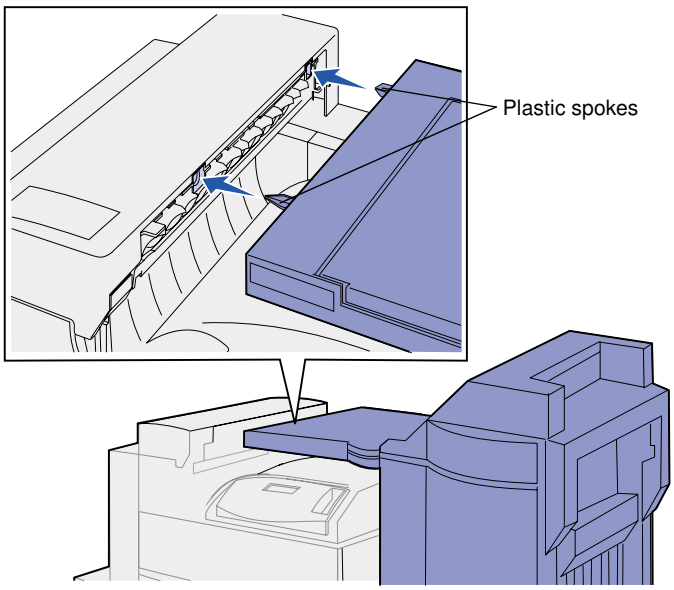
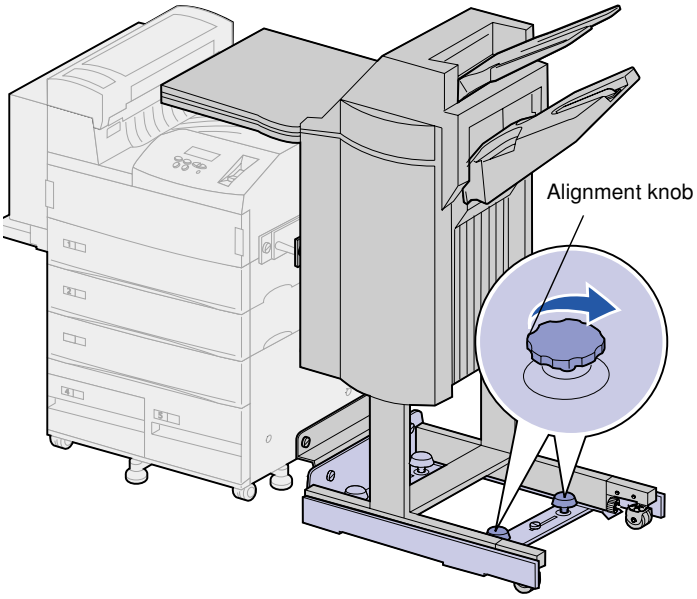
Attaching the finisher to the printer



1 Gently push the finisher and transport unit toward the divertor cover, until the plastic spokes on the transport unit are near the holes in the divertor cover.



2 Align the plastic spokes with the holes by rotating the two alignment knobs at the end of the guide rail.

3 Push the finisher toward the printer until the transport unit and divertor cover fit together firmly and the finisher latches with the printer.

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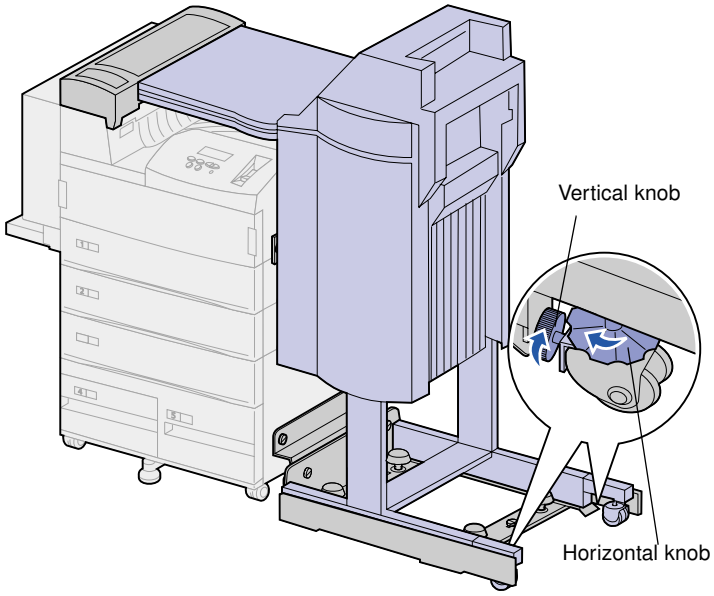

4 Position the rear rollers' vertical knobs toward the finisher and extend them until they press up against the finisher's legs.

5 Turn the rear rollers' horizontal knobs counterclockwise until the rollers touch the floor.

This helps stabilize the finisher.

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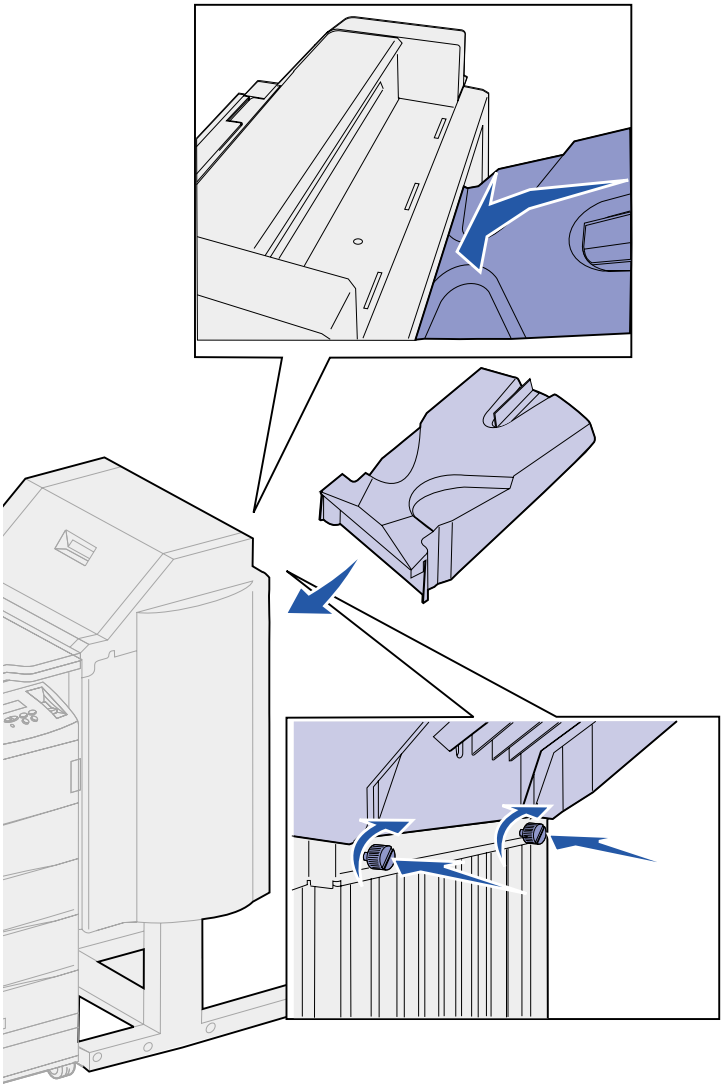
Attaching the output bins



1. Align the slots on bin 2 with the thumbscrews on the back of the finisher.
2. Slide the bin down until it is securely resting on the screws.
3. Tighten the thumbscrews.

   You may need to use a coin or screwdriver to tighten the thumbscrews.

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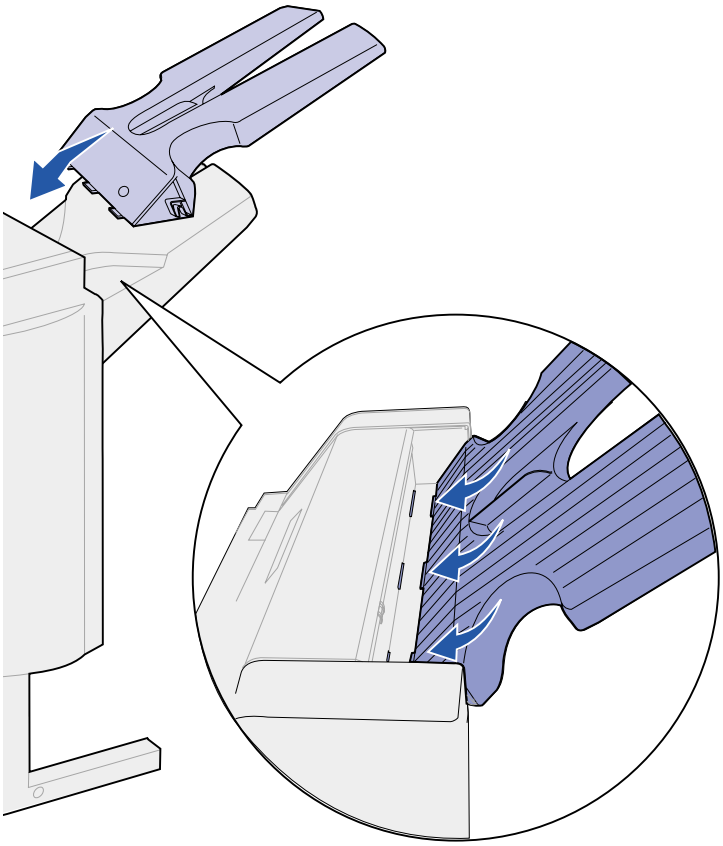

4 Insert the three tabs on bin 1 into the three slots in the finisher.

5 Lower the bin into place.

What do I do next?

Task	Go to page…
Install the optional envelope feeder	71
Load print media	73

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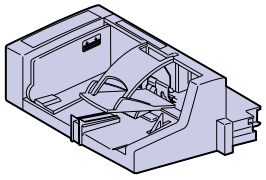
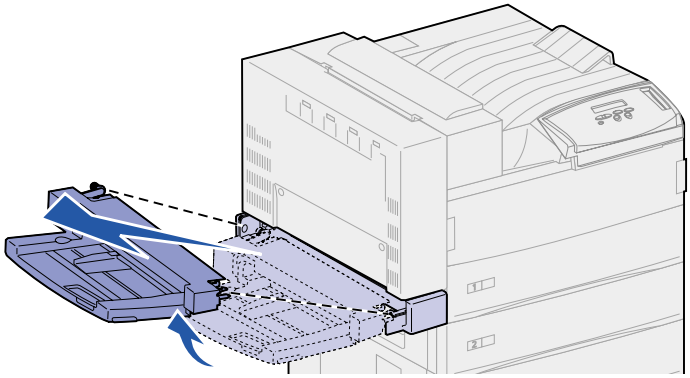
Step 11: Install the optional envelope feeder

CAUTION! If you are installing the envelope feeder sometime after initial printer setup, turn the printer off and unplug the power cord before continuing.





Warning! Pull both sides of the multipurpose feeder out of the printer at the same time.

The printer supports an optional envelope feeder that lets you feed up to 100 envelopes automatically.

To install the envelope feeder:

1. Remove the envelope feeder from its packaging.

   Remove any plastic wrapping and shipping tape.

   Save the carton and packing materials in case you need to repack the envelope feeder.

2. Remove the multipurpose feeder from the printer.

   a. Hold the multipurpose feeder by both sides.

   b. Lift the multipurpose feeder slightly and then pull it straight out.

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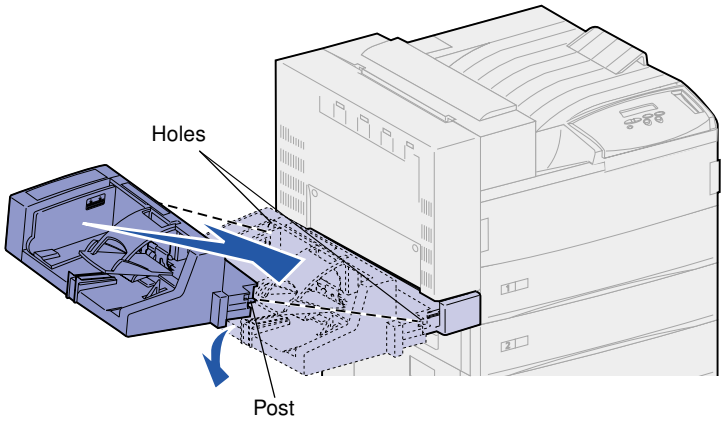

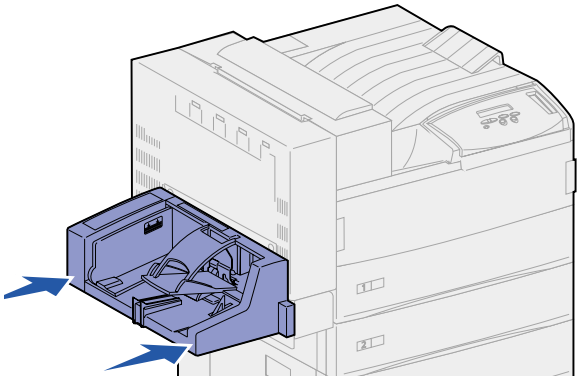

Note: If you ever need to open Doors A or E, you must remove the envelope feeder first. Refer to the publications CD for details.

3 Insert the envelope feeder into the printer.

a Tilt the feeder end going into the printer first down slightly, as you align the posts on the feeder with the holes above the opening in the printer.

b Gently insert the envelope feeder at this angle into the opening and then drop it into place. The envelope feeder should be firmly in place.

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Step 12: Load print media

Your printer has two standard trays that combine for a total capacity of 1000 sheets. If you have installed an optional high capacity feeder, its three trays can hold an additional 2500 sheets, for a total printer capacity of 3500 sheets.

The following table lists page numbers where you can find loading instructions for the standard and optional trays, and for the multipurpose feeder and optional envelope feeder.

Tray / Feeder	Paper sizes supported	Print media supported	Capacity	Go to page...
1	A3, A4, A5, Folio, JIS B4*, JIS B5*, Executive, Letter, Legal, Statement, 11x17	Paper, transparencies, labels, card stock	• 500 sheets of 20 lb paper • 300 transparencies • 250 sheets of labels or card stock	74
2, 3	A3, A4, Folio, JIS B4*, JIS B5*, Executive, Letter, Legal, 11x17	Paper, labels, card stock		
4, 5	A4, Letter, Executive	Paper only	1000 sheets of 20 lb paper	80
Multipurpose feeder	A3, A4, A5, Folio, JIS B4, JIS B5, Executive, Letter, Legal, Statement, 11x17, Universal*	Paper, transparencies, labels, card stock	• 35 sheets of 20 lb paper • 25 transparencies • 15 sheets of labels or card stock	83
	7¾, 10, DL, C5, other	Envelopes	10 envelopes	
Envelope feeder	7¾, 10, DL, C5, other	Envelopes only	100 envelopes	86

* JIS B4, JIS B5, and Universal are only supported when Auto Size Sensing is set to Off.

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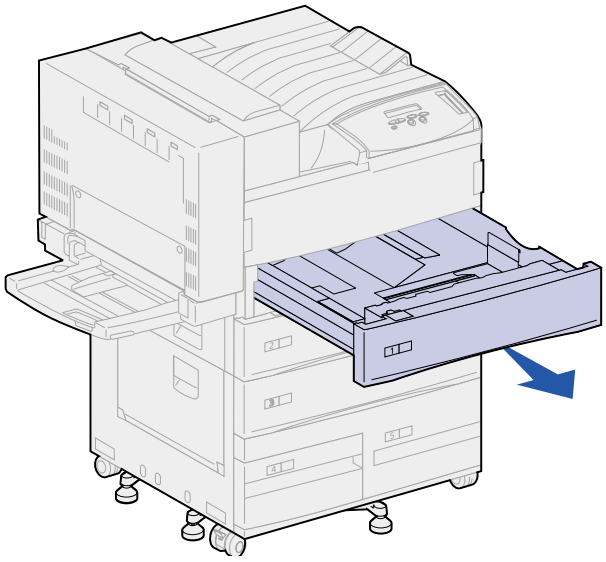
Loading trays 1, 2, and 3

Trays 1 and 2, and tray 3 in the optional high capacity feeder, can each hold 500 sheets of plain paper.

Note: If you load print media other than plain paper in trays 1, 2, or 3, make sure you change the Paper Type settings for that tray. See page 94 for more information. If you load JIS B4, JIS B5, or universal size paper, make sure you turn auto-size sensing off and change the Paper Size and Paper Type settings through the operator panel. Refer to the publications CD for more information.

1 Pull the tray open until it stops.



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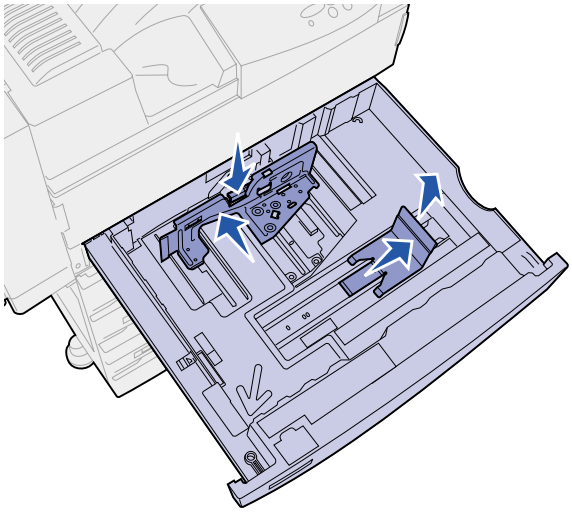
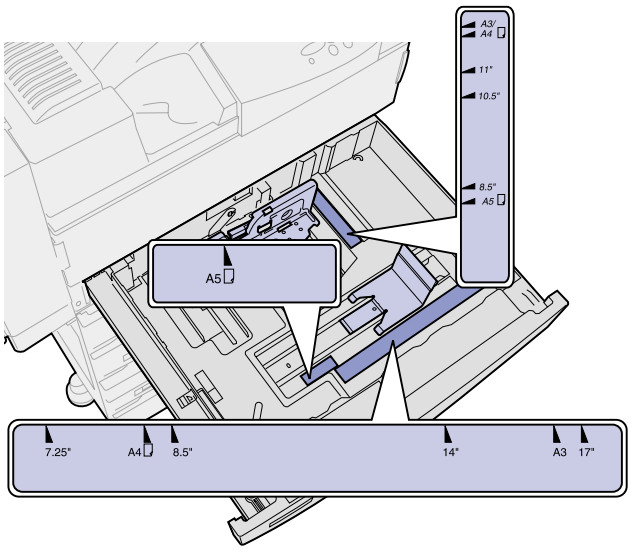


2 Press down on the lever on the back guide and slide the back guide toward the back of the printer.

3 Lift the side guide slightly and slide it to the right.

Note: Labels with print media size names are located on the bottom of the tray.

The major print media sizes are marked with a number.



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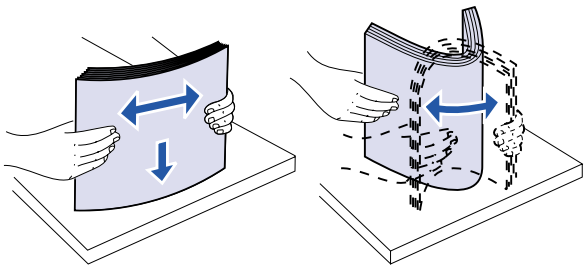
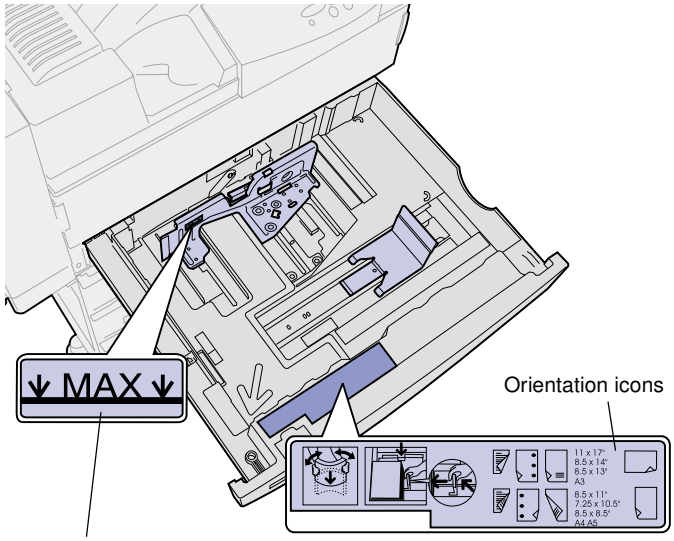


4 Flex the sheets back and forth to loosen them, and then fan them.

Do not fold or crease the print media. Straighten the edges of the stack on a level surface.



5 Orient the stack of print media correctly for the size you are loading.

Refer to the icons on the front inside surface of the tray.

Do not load bent or wrinkled print media.

Note: Do not exceed the maximum stack height indicated on the back guide. Overfilling the tray may cause paper jams.

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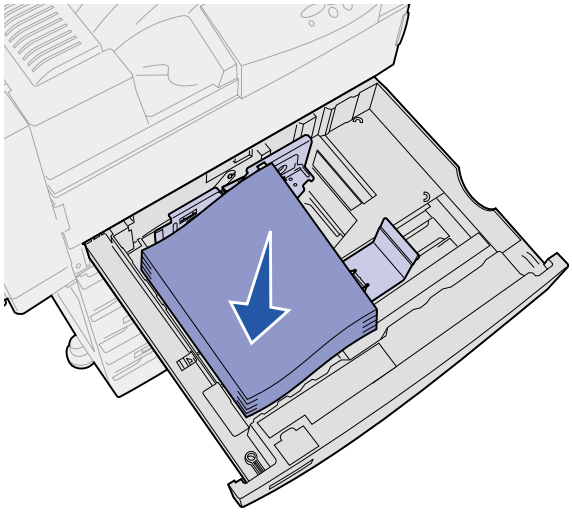
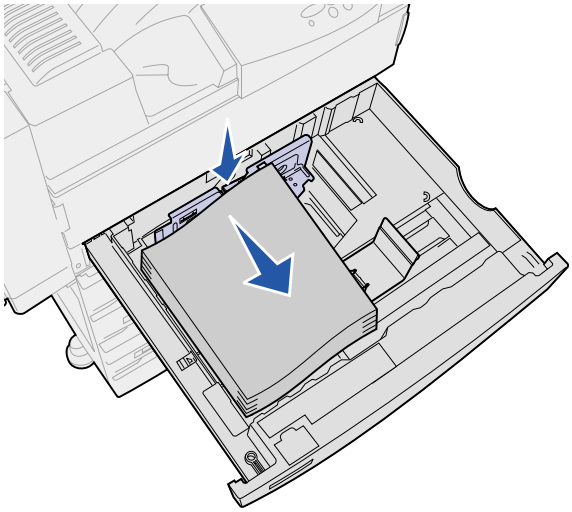


6 Place the print media against the front left corner of the tray.



7 Press down on the lever on the back guide and slide the guide toward the front of the tray until it lightly touches the stack of print media.

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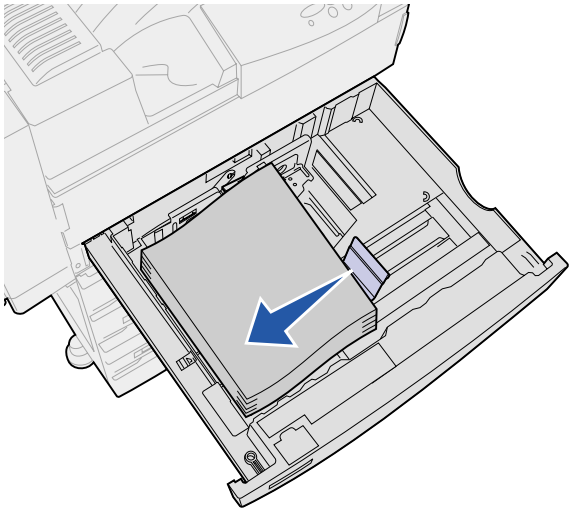
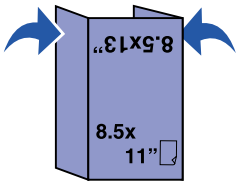


8 Lift the side guide slightly and slide it to the left until it lightly touches the side of the print media.

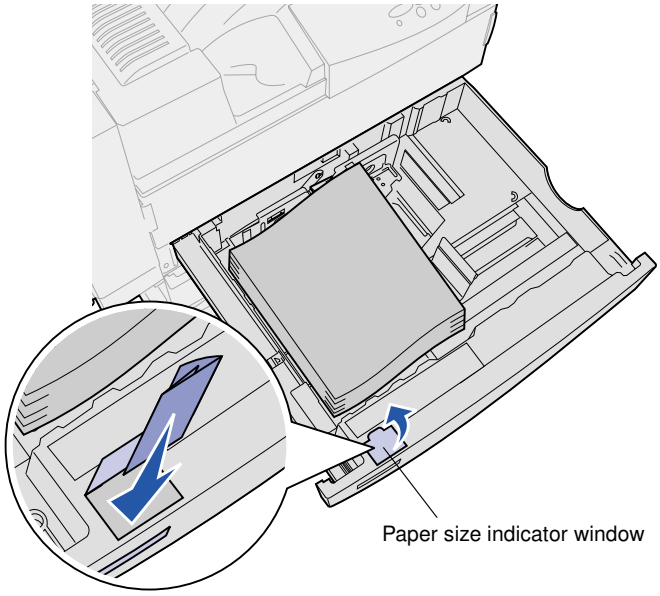
Make sure the guide locks into place.



9 Install a paper size label in the window on the tray:

a Fold the label for your print media size so the correct size is showing.

b Insert the label in the slot on the front left side of the paper tray.



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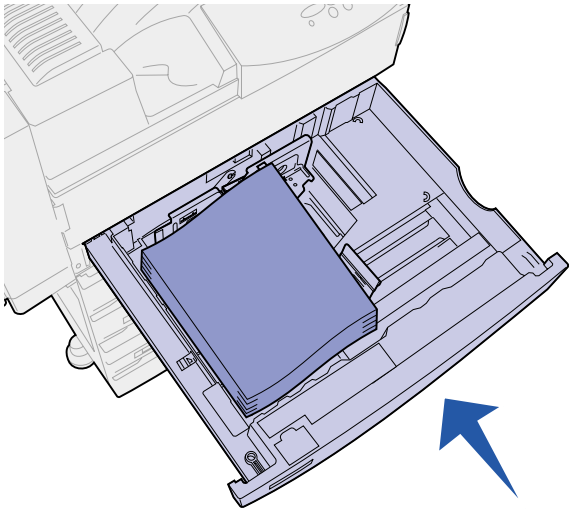

10 Slide the tray all the way into the printer.

If the tray is not pushed completely into the printer, text and images may print in the wrong position on the page, and the margins may appear incorrect, or you may receive an error message.

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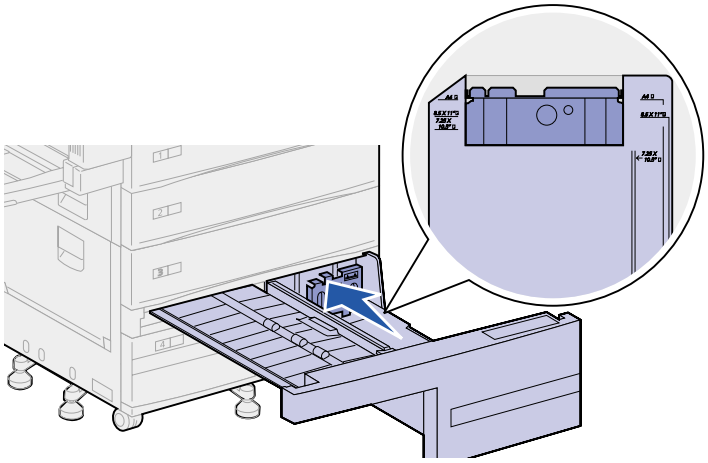
Loading trays 4 and 5

Trays 4 and 5 each hold 1000 sheets of A4, letter, or executive size paper. *Do not load any print media other than paper in trays 4 and 5.*

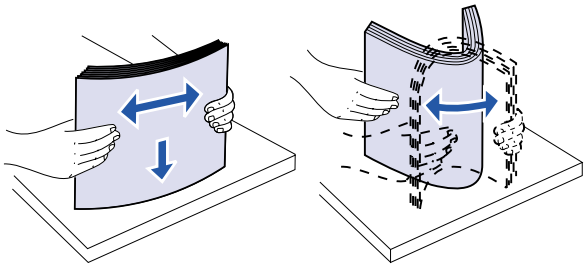
Note: Tray 4 and 5 are different in appearance, but load the same way. The illustrations in this section show loading of tray 5.



1 Pull the tray toward you.

2 Slide the guide to the rear of the tray.

The major print media sizes are marked with a number.



3 Flex the sheets back and forth to loosen them, and then fan them.

Do not fold or crease the print media. Straighten the edges of the stack on a level surface.

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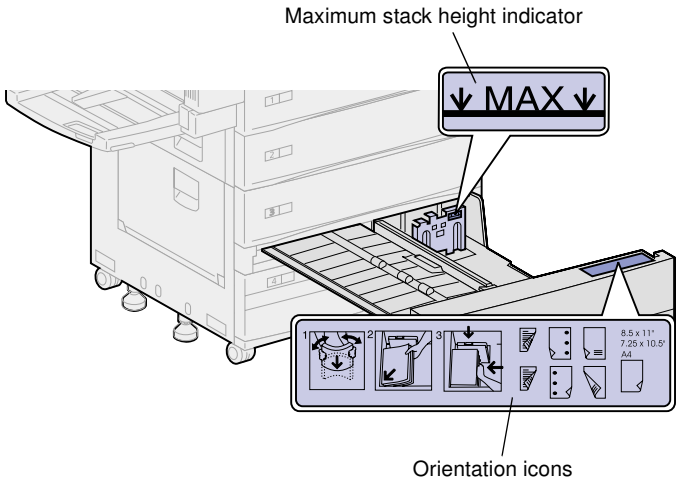
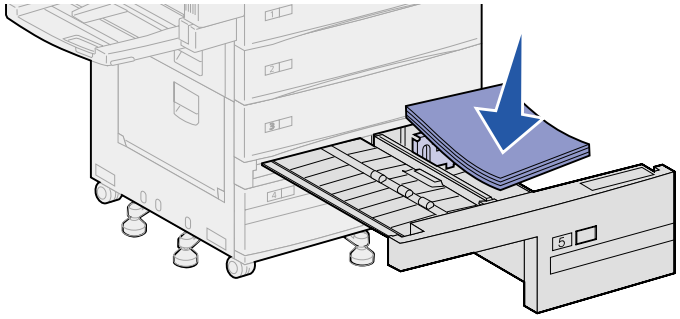


Note: Do not exceed the maximum stack height indicated on the guide. Overfilling the tray may cause paper jams.

4 Orient the stack of print media correctly for the size you are loading.

Refer to the icons on the front inside surface of the tray.

Do not load bent or wrinkled print media.



5 Place the print media against the front left corner of the tray.

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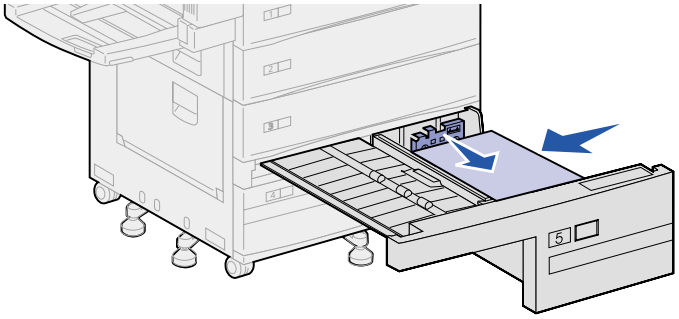
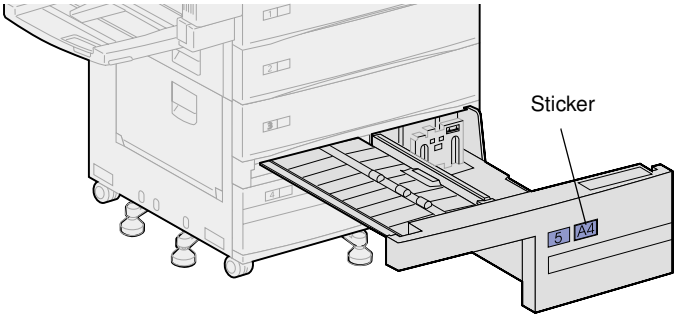
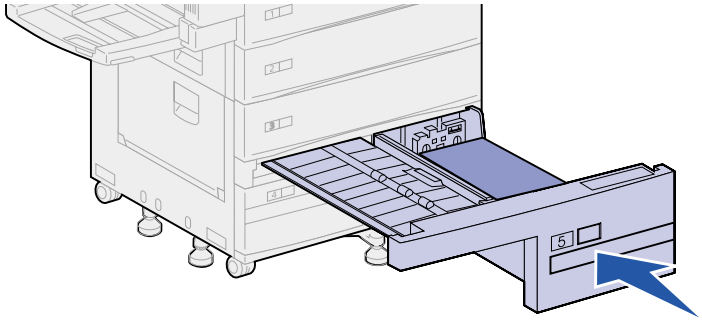


6 Slide the guide forward until it lightly touches the stack of print media.

7 Gently push on the right side of the stack to make it even.



8 Attach a sticker to the front of the tray in the recessed area indicating the size of print media you loaded.



9 Slide the tray all the way into the printer.

If the tray is not pushed completely into the printer, text and images may print in the wrong position on the page, the margins may appear incorrect, and you may receive an error message.

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Loading the multipurpose feeder

Note: You can load the multipurpose feeder with or without the optional duplex unit attached to the printer.

The multipurpose feeder comes standard with the printer and holds approximately 35 sheets of 20 lb paper.

You can use the multipurpose feeder one of two ways:

- As a print media tray

  In this case, you load print media in the feeder with the intention of leaving the media in the feeder.

  Make sure you change the Paper Type and Paper Size settings for the feeder. See page 94 for more information.

- As a manual bypass feeder

  In this case, you send a print job to the multipurpose feeder, specifying the type and size of media from your computer. The printer then prompts you to load the appropriate print media before it prints.

  This is useful for single-page print jobs when you want to print on media you may not keep in a tray, such as letterhead.

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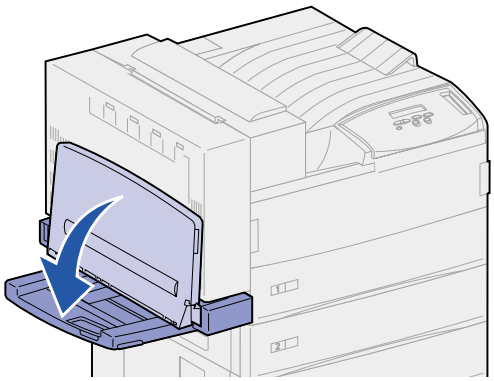
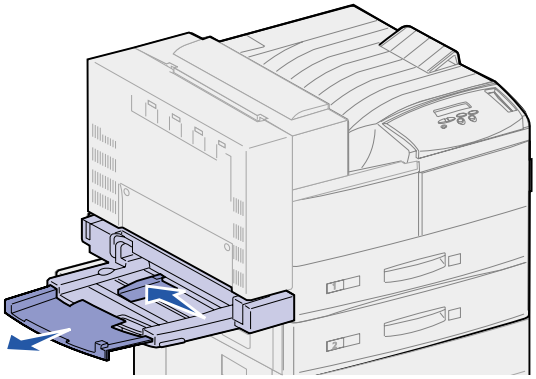
To load the multipurpose feeder:

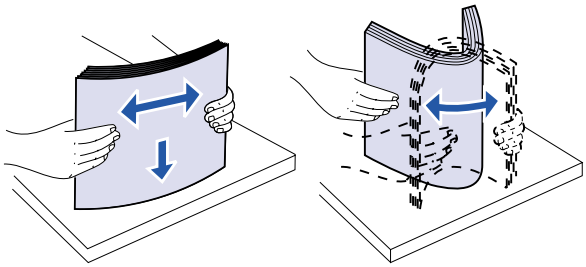


1 Open the multipurpose feeder.



2 Slide the paper guide all the way to the back.

3 Adjust the extension guide to the length of the print media to be used.



4 Flex the sheets back and forth to loosen them, and then fan them.

Do not fold or crease the print media. Straighten the edges of the stack on a level surface.

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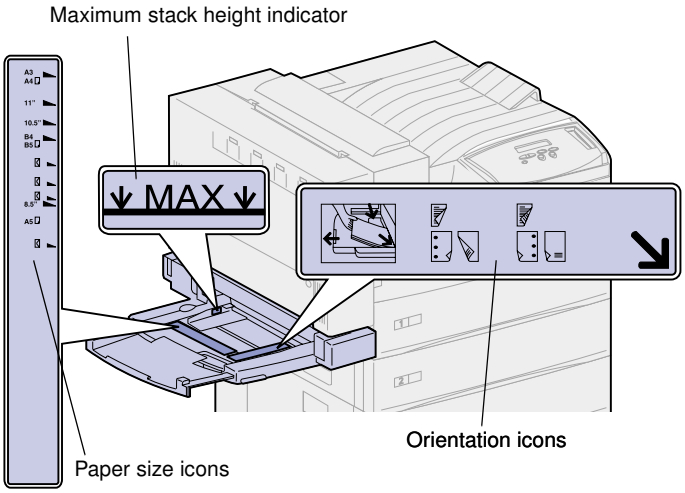
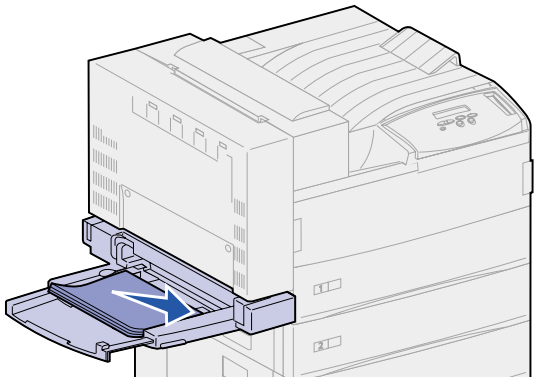


5 Orient the stack of print media correctly for the size, type, and print method you are using. Refer to the icons on the feeder.

Note: Do not exceed the maximum stack height indicated on the paper guide. Overfilling the feeder may cause paper jams.

6 Place the print media along the front side of the multipurpose feeder and push it in as far as it will go.

Do not force the print media.



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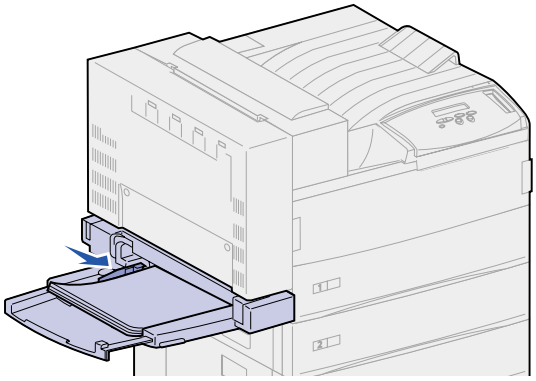


7 Slide the guide to the front until it lightly touches the side of the stack.

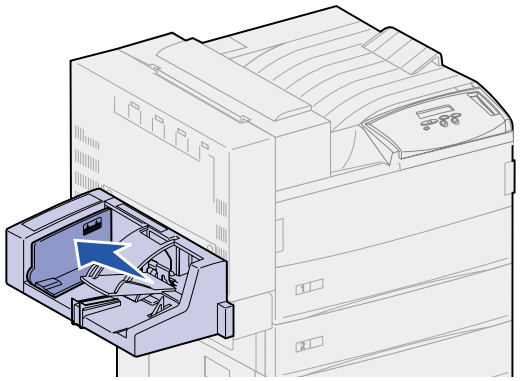
8 When finished printing from the multipurpose feeder, remove any print media, push the extension guide back in, and push the feeder to the closed position.

Loading the optional envelope feeder

The envelope feeder holds approximately 100 envelopes.

Note: You can load the envelope feeder with or without the duplex unit being attached to the printer.

1 Slide the guide all the way to the back.



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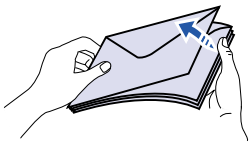
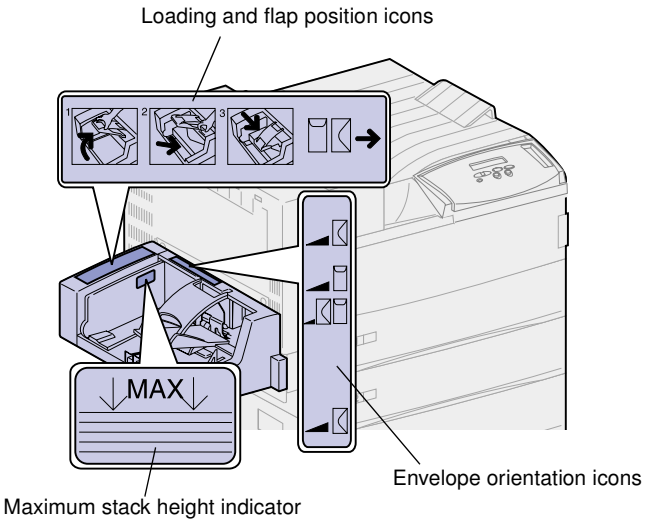
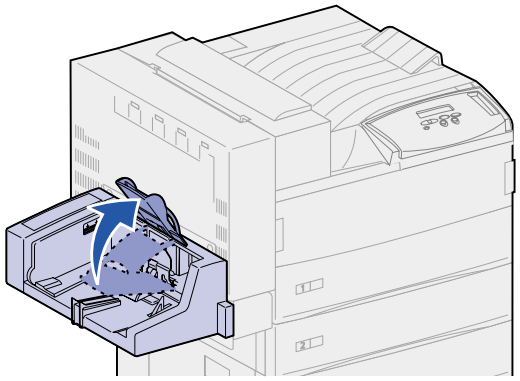


2 Fan the envelopes. Make sure all the flaps are turned correctly and the envelopes are not stuck together.



3 Orient the stack of envelopes correctly for the size and position of the flap. Refer to the icons on the feeder.



4 Lift the envelope weight and hold it.

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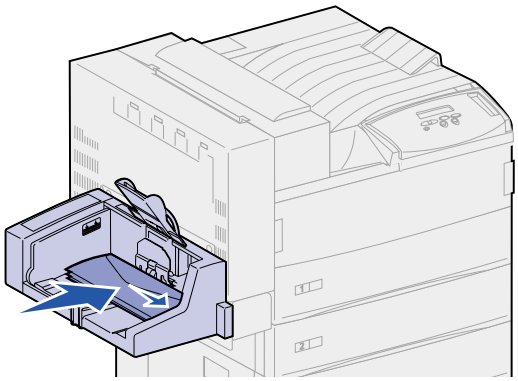
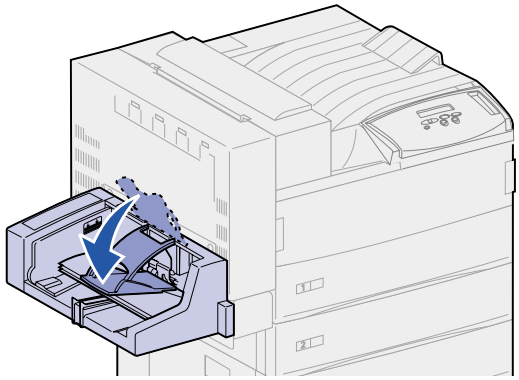
Note: Do not exceed the maximum stack height; overfilling the feeder may cause jams.

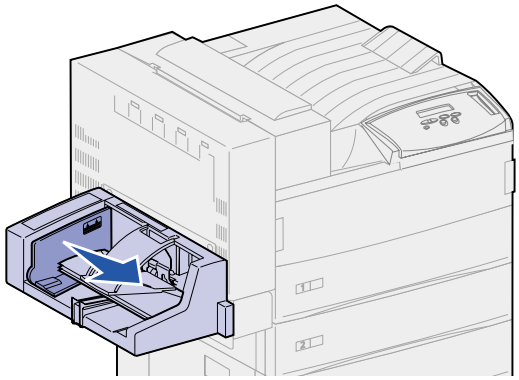
5 Place the envelopes against the front side of the feeder, flap side up and going in long edge first.



6 Lower the envelope weight.



7 Slide the envelope guide to the edge of the stack.



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Step 13: Attach cables

You can attach your printer to a network or locally (directly to a computer).

Network printing

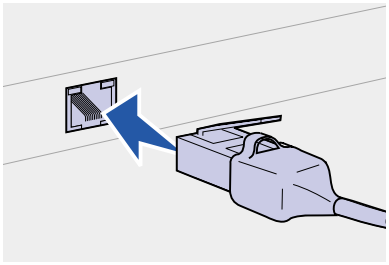
You can attach your printer to a network using standard network cables.

A 10BaseT/100BaseTX Fast Ethernet port is standard on the network and duplex network printer models. You can add a Token-Ring or 10Base2 Ethernet port to any printer model by installing an optional MarkNet internal print server.

To attach the printer to a network:

1. Make sure the printer is turned off and unplugged.
2. Connect the printer to a LAN drop or hub using standard cabling that is compatible with your network.

   The printer automatically adjusts itself for the network speed.



— Token-Ring, Ethernet 10BaseT, or Ethernet 100BaseTX networks (Category 5) use an RJ-45 connector.

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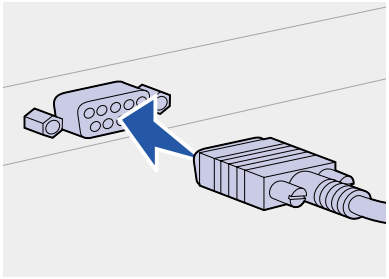
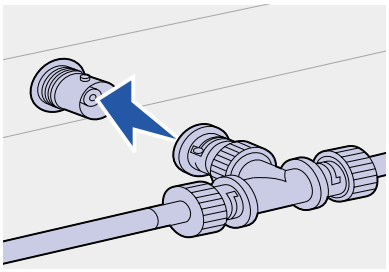


— Token-Ring networks (Shielded Twisted Pair) use a DB9 connector.



— Ethernet 10Base2 networks (Thin Coax) use a BNC T-connector.

Local printing

Note: All Windows operating systems support parallel connections. However, only the Windows 98/Me and Windows 2000 operating systems support USB connections. Some UNIX, Linux, and Macintosh computers also support USB connections. Consult your computer documentation to see if your system supports USB.

You can attach your printer locally using either the standard USB port or parallel port. A USB port is standard on all printer models.

If you install an optional USB/Parallel Interface Card to the network or duplex network printer model, you need a 1284 A-C parallel cable.

If you have installed an optional Tri-Port Adapter, you can locally attach the printer with a serial cable. For details on LocalTalk or infrared connections, refer to the documentation that shipped with the Tri-Port Adapter.

Check your point of purchase for appropriate cable part numbers.

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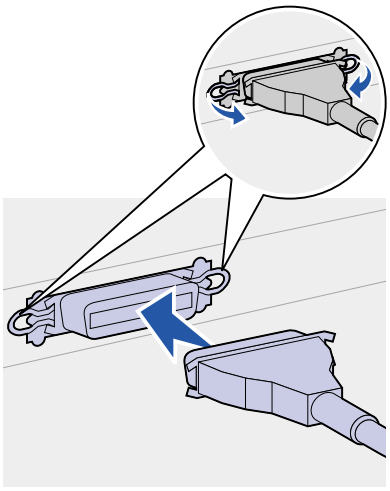
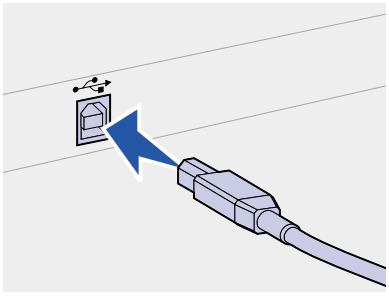
To attach the printer to a computer:

1. Make sure the printer, computer, and any other attached devices are turned off and unplugged.
2. Connect the printer to the computer using a parallel or USB cable.



— Use an IEEE-1284 compliant parallel cable to ensure that you can access all of your printer functions.



— Be sure to match the USB symbol on the cable to the USB symbol on the printer.

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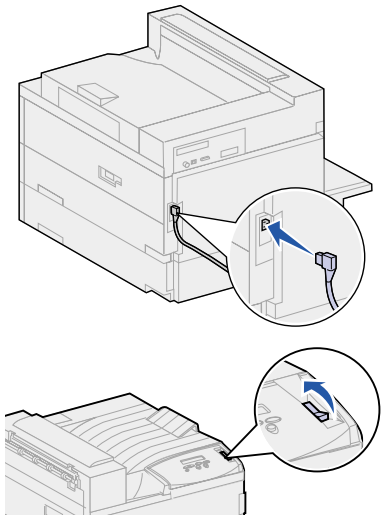
Step 14: Verify printer setup

Turning on the printer



Note: You can change the language that appears on the operator panel display.

1. Plug one end of the printer power cord into the socket at the back of the printer and the other end into a properly grounded outlet.
2. Turn on the printer. If the printer is attached locally (directly to a computer), leave the computer and any other attached devices turned off. You will turn these on in a later step.

   The printer requires time to warm up after you turn it on. During this period, the message **`Performing Self Test`** appears on the operator panel display.

   After the printer completes its internal tests, the **`Ready`** message indicates the printer is ready to receive jobs.

   If you see other messages on the display, refer to the publications CD for instructions on clearing the message. Click **Printing**, and then click **Understanding printer messages**.
3. Go to “Printing a menu settings page” on page 93. If you attached the printer to a network, go to “Printing a network setup page” on page 93.

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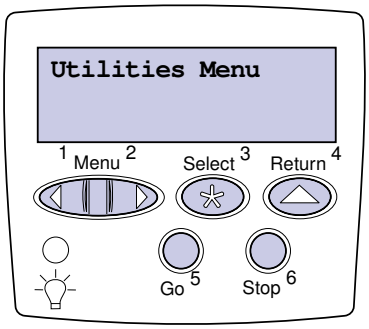
Printing a network setup page

If the printer is attached to a network, print a network setup page to verify the network connection. This page also provides important information that helps you configure for network printing.

Note: If an optional MarkNet card is installed in slot 1, you see Print Net1 Setup. If the card is installed in slot 2, you see Print Net2 Setup.



1. Press **Menu** until you see Utilities Menu, and then press **Select**.
2. Press **Menu** until you see Print Net Setup, and then press **Select** to print the page.

   The network setup page prints and the printer returns to Ready status.
3. Check the first section on the network setup page and confirm that Status is “Connected.”

   If Status is “Not Connected,” your LAN drop may not be active or your network cable may be malfunctioning. Consult your network support person, and then print another network setup page to verify that you are connected to your network.

   Save the network setup page for later use.

Printing a menu settings page

Print the menu settings page to review the default printer settings and to verify that printer options are installed correctly. For more information about using the printer operator panel and changing menu settings, refer to the publications CD.

1. Press **Menu** until you see Utilities Menu, and then press **Select**.
2. Press **Menu** until you see Print Menus, and then press **Select** to print the page.

   The message **`Printing Menus`** is displayed.
3. Verify that the options you installed are correctly listed under “Installed Features.”

   If an option you installed is not listed, turn the printer off, unplug the power cord, and reinstall the option.
4. Verify the amount of memory installed is correctly listed under “Printer Information.”

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5 Verify that the paper trays are configured for the sizes and types of paper you loaded.

Changing printer settings

Depending on the print material you use, you may need to change the Paper Type and the Paper Size settings.

Changing the Paper Type setting

Paper Type refers to the type of print material loaded in the sources: plain paper, letterhead, transparencies, card stock, a custom print material you define, and so on. Since different sources can hold different print material, you can customize the Paper Type setting for each source.

The following table shows the default Paper Type settings for the paper trays:

Source	Paper type
Tray 1	Plain Paper
Trays 2–5	Custom 2–5, respectively
Multipurpose feeder	Custom 6

Note: If you load identical print material into two or more trays and then update the printer Paper Type and Paper Size settings (if Auto-size sensing is off) so that they are identical, the printer automatically links those trays. With tray linking in effect, the printer feeds from one tray until it is empty, and then feeds from the next linked tray.

Be sure to check the Paper Type listed for each of the installed paper sources when you print the menu settings page. The printer uses the Paper Type setting to optimize print quality for the print material you specified. The Paper Type setting also affects the printer automatic source selection and tray linking functions. For these reasons, it's important to change the setting whenever you change the print material in a tray or feeder. When you are using the multipurpose feeder as a manual bypass feeder, the printer prompts you to load the necessary print material.

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Refer to the publications CD for detailed information about the paper types supported by each paper source.

To change a Paper Type setting:

1. Press **Menu** until you see Paper Menu, and then press **Select**.
2. Press **Menu** until you see Paper Type, and then press **Select**.

   `Tray 1 Type` appears on the second line of the display.
3. Press **Select** if you want to change the Tray 1 Type setting.
4. Press **Menu** to scroll through a list of possible paper types for tray 1.
5. When you see the correct paper type, press **Select** to save the type as the default for tray 1.
6. If you need to change the Paper Type setting for another source, press **Menu** to scroll to the appropriate source, and then repeat steps 3 through 5.
7. When you are finished changing the Paper Type settings, press **Go** to return the printer to the Ready state.
8. Print a menu settings page to verify the changes. See page 93 for help.

Changing the Paper Size setting (feeders only)

The multipurpose feeder and the envelope feeder cannot automatically detect paper size. If you preload paper in either of these feeders, you must update the Paper Size setting.

To change the Paper Size setting for the multipurpose feeder or envelope feeder:

1. Press **Menu** until you see Paper Menu, and then press **Select**.
2. Press **Menu** until you see Paper Size, and then press **Select**.
3. Press **Menu** until you see MP Feeder Size or Env Feeder Size, and then press **Select**.
4. Press **Menu** to scroll through a list of possible paper sizes.
5. When you see the correct paper size, press **Select** to save the size as the default.
6. Press **Go** to return the printer to the Ready state.

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7 Print a menu settings page to verify the changes. See page 93 for help.

What do I do next?

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Configure for TCP/IP	97
Install printer drivers	99

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Step 15: Configure for TCP/IP

If you have TCP/IP available on your network, we recommend that you assign an IP address to the printer.

Setting the printer IP address

If your network is using DHCP, an address is automatically assigned.

1. Look for the address under the TCP/IP heading on the network setup page you printed in “Printing a network setup page” on page 93.
2. Go to “Verifying the IP settings” on page 98 and begin with step 2.

Note: You can find instructions for other methods of setting the IP address in the online documentation on the drivers CD that shipped with your printer.

If your network is not using DHCP, then you must manually assign an IP address. One of the easiest ways is to use the operator panel:

1. Press **Menu** until you see Network Menu, and then press **Select**.
2. Press **Menu** until you see Standard Network, and then press **Select**. (Standard Network appears if you purchased a printer with an on-board network port.)

   If you have an optional MarkNet card installed in slot 1 or 2, you see Network Option 1 or Network Option 2.
3. Press **Menu** until you see Std Net Setup, and then press **Select**.

   If you have an optional MarkNet card installed in slot 1 or 2, you see Network 1 Setup or Network 2 Setup.
4. Press **Menu** until you see TCP/IP, and then press **Select**.
5. Press **Menu** until you see Set IP Address, and then press **Select**.

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6 Change the address by pressing **Menu** to increase (or decrease) each number. Press **Select** to move to the next segment. Press **Select** when you are finished.

The message **Saved** appears briefly.

7 Press **Menu** until you see Set IP Netmask, and then press **Select**.

8 Repeat step 6 to set the IP Netmask.

9 Press **Menu** until you see Set IP Gateway, and then press **Select**.

10 Repeat step 6 to set the IP Gateway.

11 When you are finished, press **Go** to return the printer to the Ready state.

Verifying the IP settings

1 Print another network setup page and make sure the IP Address, Netmask, and Gateway are what you expected.

Use the information in “Printing a network setup page” on page 93 if you need help.

2 Ping the printer and verify that it responds. For example, at a command prompt on a network computer type “ping” followed by the new printer IP address:

ping xxx.xxx.xxx.xx

If the printer is active on the network, you should receive a reply.

Configuring for Pull Printing (ImageQuick)

If your printer has an optional ImageQuick™ firmware card installed, you can configure for Pull Printing once an IP address has been assigned to the printer.

For detailed configuration instructions, refer to the online documentation on the ImageQuick CD. The ImageQuick CD is shipped with printers that have the ImageQuick optional firmware card pre-installed, and also with the firmware card if you purchased it separately.

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Step 16: Install printer drivers

A printer driver is software that lets your computer communicate with your printer.

The following table is a quick guide to finding the specific instructions you need.

Type of printer installation	Network environment or operating system	See page
Network (Ethernet or Token-Ring connections)	Windows (Windows 95/98/Me, Windows NT 4.0, Windows 2000)	99
	Macintosh	100
	UNIX/Linux	101
	NetWare	101
Local (parallel or USB connections)	Windows (Windows 95/98/Me, Windows NT 4.0, Windows 2000)	102
	Macintosh	102
	UNIX/Linux	103

Network printing

The following instructions explain how to install printer drivers on printers attached to a network.

Windows

Ports

The following network printer ports are supported:

- Microsoft IP port (Windows NT 4.0 and Windows 2000)

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Printer drivers

Note: Using the printer's custom printer driver and a network port provides enhanced functionality, such as printer status alerts.

The following printer drivers are supported:

- Windows system printer driver
- The printer's custom printer driver

System drivers are built into Windows operating systems. Custom drivers are available on the drivers CD.

Printing methods

The following network printing methods are supported:

- Direct IP printing
- Shared printing (point and print, peer-to-peer)

Creating ports and installing drivers

Read the detailed instructions on the drivers CD. Click **View Documentation** and look for network printer installation.

If you choose to install without using the instructions on the drivers CD, you need a basic understanding of network printing on TCP/IP networks, printer driver installation, and the process involved in adding new network ports.

Macintosh

Your printer connects automatically to AppleTalk networks and becomes readily visible to other network clients.

Note: A PostScript (PPD) file provides detailed information about the capabilities of a printer to UNIX or Macintosh drivers or applications.

You must create a printer object (icon) on the desktop of each network client using the LaserWriter 8 printer driver and the printer's PostScript Printer Description (PPD) file.

Specific information about installing the printer on your AppleTalk network can be found in the online documentation on the drivers CD that shipped with your printer.

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Depending upon which version of the drivers CD shipped with your printer, you may also find this software on the drivers CD. Launch this utility and follow the instructions to install the PPDs. Send a test print job when you have finished.

UNIX/Linux

Your printer supports many UNIX and Linux platforms, such as Sun™ Solaris™ and RedHat™.

Note: The Sun Solaris package is located on the drivers CD.

To obtain printer driver packages for UNIX and Linux platforms, contact your point of purchase.

Depending on which drivers CD shipped with your printer, you may find the driver package you need on the CD.

NetWare

Your printer works with both Novell Distributed Print Services (NDPS) and regular queue-based NetWare environments.

Novell Distributed Print Services (NDPS)

If you have an NDPS environment, we recommend you install the NDPS IP Gateway. The gateway tightly integrates your printers with NDPS so you can easily monitor, control, and print to them.

Additional information about network printer installation can be found in the online documentation on the drivers CD that shipped with your printer.

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Non-NDPS (queue-based)

For the latest information about support for non-NDPS (queue-based) environments, click **View Documentation** on the drivers CD and look for network printer installation.

Local printing

The following instructions explain how to install a printer driver on a printer attached to a computer using a parallel or USB connection.

Windows

Supported connections

The following printer connections are supported:

- Parallel (Windows 95/98/Me, Windows NT 4.0, and Windows 2000)
- USB (Windows 98/Me and Windows 2000)

Note: Using the printer's custom printer driver provides enhanced functionality, such as printer status alerts.

Printer drivers

The following printer drivers are supported:

- Windows system printer driver
- The printer's custom printer driver

System drivers are built into Windows operating systems. Custom drivers are available on the drivers CD.

Installation instructions

Read the detailed online instructions on the drivers CD. Click **View Documentation** and look for information about local printer installation. Detailed instructions are provided for parallel and USB connections.

Macintosh

If you are setting up the printer for local printing, you need to install the printer's PPD and use it with the LaserWriter 8 printer driver or the Adobe PostScript driver.

The printer's PPD and specific information about local printer installation on Macintosh computers can be found on the drivers CD that shipped with your printer.

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After the printer is installed, print a test page to verify your printer is correctly set up.

UNIX/Linux

Your printer supports many UNIX and Linux platforms, such as Sun™ Solaris™ and RedHat™.

Note: The Sun Solaris package is located on the drivers CD.

To obtain printer driver packages for UNIX and Linux platforms, contact your point of purchase.

All the driver packages support local printing using a parallel connection. The driver package for Sun Solaris supports USB connections to Sun Ray appliances and Sun workstations.

Depending on which version of the drivers CD shipped with your printer, you may find the driver package you need on the CD.

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Step 17: Provide information to users

Several types of users may need access to the information about the printer:

- Printer users
- Key operators / administrators
- Help desk personnel
- IT staff

Sources of information

We recommend that you store the *Quick Reference* card and the *Clearing Jams* card in the convenient printer pocket. The pocket can be attached to your printer or any flat surface.

Note: The publications CD is located in the back of this book.

The types of information provided on the publications CD that users might find helpful include:

- Information about the printer operator panel
- Tips for successful printing
- Instructions for replacing a print cartridge
- Solutions to problems with options like the duplex unit, mailbox, and finisher
- Solutions to printing problems:
  - Solving print quality problems
  - Solving paper feed problems
  - Solving other printing problems

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Distributing the information on the publications CD

You can give users access to the information on the publications CD several ways:

- Give the publications CD to the administrator or the Help desk.
- Copy the contents of the CD or specific topics to a network drive or intranet site that users can access.

Note: Each topic on the publications CD is a separate PDF. You can find the file name for each topic by clicking **Other resources**, and then **File locations**.

- Print the information on the publications CD. You can print either selected topics or the entire set of topics.

  To print selected topics:

  a Insert the publications CD into your drive.

  If the CD does not automatically launch, open your computer file manager and select the drive of your CD-ROM, and then double-click Start.pdf.

  b Select your language.

  c Find the topics you want by browsing through the categories in the left pane.

  d Print entire topics or select pages within a topic by clicking the print icon on the Acrobat command bar.

  To print all of the topics at one time:

  a From the Home page, click **Print as book**.

  The PDF that opens contains all of the information on the CD in a format more suitable for printing and binding.

  b Click the print icon on the Acrobat command bar.

Congratulations!

You are ready to use your new printer. Save this book if you anticipate purchasing printer options in the future.

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Part Number: 28P2564

Printed in the United States of America
on recycled paper containing 10%
recovered post-consumer fiber.

(1P) P/N: 28P2564

S510-1965-00

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